

Lincoln High School Board Minutes of the Meeting held on Monday 14 August 2023 at 6 pm.

Present: Nicky Hiku (Presiding Member), Ben Olijkan (Deputy Chair), Kathy Paterson, Steve Rosling, Shantal Jones and Sonya Li-McHenry.

Apologies: Barry Donaldson, Brad Macdonald and Adam Gard'ner.

In Attendance: Marama Lynch (Associate Principal), Mitzi Ajero (Finance Manager) and Tracy Roberts (Secretary).

Welcome: The Presiding Member welcomed all and, after the Karakia, handed over to Willem Tolhoek (HOLA Science) for his presentation.

Karakia: The Karakia was said.

Minutes: **Monday 26 June 2023 Minutes:**
It was moved the Minutes of the above meeting be taken as read and accepted as a true and accurate record:
Moved: Andrew Marshall
Seconded: Shantal Jones
Ayes given
Carried.

Disclosure of Interest: None

Presentation: **Willem Tolhoek (HOLA Science)**
At the beginning of the meeting, Willem Tolhoek delivered a PowerPoint presentation regarding the Science Department.
The presentation included:

- Departmental goals and strategic vision
- Staff
- Whakawhanaungatanga with passionate Scientists
- Trying to connect all students, not just talented students
- Examples of progress since 2021

A question and answer session followed. The Board acknowledged Willem Tolhoek's presentation.

The Presiding Member also thanked Willem for his actions in the recent incident, thanked him for helping to settle things down.

Willem Tolhoek left the meeting at 6.17 pm.

Business of the Meeting

Subject	Resolution/Detail		Date To Be Completed
Matters Arising from previous meeting	There are two finance motions to be done in the finance section of the meeting.		
Financial	<p>Financial Report and Management Summary Report – for period ended 30 June 2023 The above financial reports were tabled by the Finance Manager who gave a verbal outline.</p> <p>General discussions took place</p> <p>It was moved to accept the Finance Reports: Moved: Ben Olijkan Seconded: Shantal Jones Ayes given Carried.</p> <p>Finance Motions Uniform Prices Discussions took place at the last board meeting on 26 June 2023 and the Finance Manager tabled the proposed Uniform Price List.</p> <p>It was then moved that the tabled new Uniform Price List (effective 1 July 2023) be accepted and approved: Moved: Nicky Hiku Ayes given Carried.</p> <p>A board member queried some of the terminology on the price list and the Finance Manager confirmed the correct terminology will be published.</p> <p>The Principal shared some verbal information regarding ongoing discussions with the uniform provider including possible off-shore production.</p> <p>School Donation Discussions were had at the last board meeting on 26 June 2023.</p> <p>It was moved that the school donation will be increased by \$10 each for family and individual students. The 2024 donation amount will be:</p> <ul style="list-style-type: none"> • \$300 per family • \$190 per individual student <p>Moved: Ben Olijkan Seconded: Andrew Marshall</p>	Nicky Hiku	Next Meeting

	<p>Ayes given Carried.</p> <p>The Finance Manager left the meeting at 6.25 pm</p>		
Health & Safety	<p>H&S Toolkit data and graphs The H&S Toolkit Data and Graphs were tabled by the Principal</p> <p>It was then moved to accept the H&S Toolkit Data and Graphs: Moved: Kathy Paterson Seconded: Andrew Marshall Ayes given Carried.</p> <p>Brief discussions took place regarding the recent incident and teacher intervention. The Principal confirmed that the MOE were notified of the two staff who restrained students. The Principal confirmed that the two teachers were checked on shortly after.</p>		
Strategic Planning	<p>1. Kāhui Ako Engagement with Taumutu The Principal confirmed the meeting date for Wednesday 20 September 2023 at 6 pm at Prebbleton School.</p> <p>The Principal verbally outlined the importance of the meeting and urged the Board to attend as the local rūnanga will also be in attendance.</p> <p>Kāhui Ako Update – included in Principal’s report</p>		
Principal’s Report	<p>The Principal’s Report was tabled by Kathy Paterson who gave a verbal outline. General discussions took place and Kathy Paterson gave clarification as and when required. The following noted:</p> <ul style="list-style-type: none"> • International department is going well • Thai delegation visiting LHS for the first time • Linc Teacher Conferences, 61% of whānau attended • School Ball – our students were really well behaved and enjoyed the moment. At the end of the evening, all were very polite when leaving. Wigram venue works for LHS • Information relating to the Traffic Management Plan meeting involving LP/LHS, Police, SDC and MOE was shared with the Selwyn Times • Lots of LHS students are performing sport at a high level <p>Attendance, Transfer & NCEA Monitoring The Principal tabled the above and informed the Board that the Numeracy/Literacy results have only just been received. The data will be updated and shown to the Board.</p>	Kathy Paterson	Next Meeting

	<p>The Principal also verbally informed the Board of the large number of students being taken out of school for holidays. These have to be coded as unjustified.</p> <p>It was moved to accept the Principal's Report: Moved: Kathy Paterson Seconded: Shantal Jones Ayes given Carried.</p>		
Student's Report	<p>Sonya Li-McHenry tabled her report and gave a verbal outline.</p> <p>The Presiding Member mentioned how well the students (including Sonya) had done in the recent major production of Chicago.</p> <p>It was moved to accept the Student's Report: Moved: Sonya Li-McHenry Seconded: Shantal Jones Ayes given Carried.</p>	N/A	N/A
Tabled	<p>Canterbury Enrolment Scheme Review – LHS The above 2023 Enrolment Scheme review was tabled for the Board's information.</p>	N/A	N/A
Planned Trips Updates	<p>The following Trip Updates were tabled:</p> <ul style="list-style-type: none"> • China – April 2024 • USA – April 2024 • New Caledonia – October 2023 • World Challenge – Nepal 2023 • Japan – December 2024 <p>The Presiding Member asked the Principal if she had any concerns about any of the trips. The Principal confirmed she is happy with how things are progressing. The Board then signalled their approval with the plans to date.</p>	Principal	Next Meeting
Survey Results – Student Phone Use	<p>The results of the recent Student Phone Use at LHS were tabled and confirmed by the Principal:</p> <ul style="list-style-type: none"> • Staff Results: Overwhelming supportive of a ban on student phones • Whānau Results: 75% supportive of the ban. Some relevant feedback received including a possible exemption on medical grounds • Student Results: <ul style="list-style-type: none"> ○ Students are completely opposed to the ban ○ Students did not support Yr 13s only, having access to phones during the school day (as a privilege) 		

	Ayes given Carried.		
Traffic Management Meetings	The Principal gave a verbal update on the recent traffic management meetings involving SDC, MOE, Police, Lincoln Primary School and Lincoln High School.	N/A	N/A
National Administrative Guidelines (NAGs)	The NAGs mid-cycle report was tabled. It was moved to accept and approve the NAGs mid-cycle report: Moved: Kathy Paterson Seconded: Ben Olijkan Ayes given Carried. NB: This is the last year of NAGs, next year will be National Education and Learning Priorities (NELPs).	N/A	N/A
Property	Property Report The Principal tabled the report and gave a verbal overview, including: <ul style="list-style-type: none"> • Stage 1 building consent went into the council and is now with the MOE to price it • Progress is going well with the replacement heat pumps <ul style="list-style-type: none"> ○ These are being funded, by the MOE, from the boiler refurbishment money • Hydro seeding has taken place It was moved to accept the Property report: Moved: Andrew Marshall Seconded: Steve Rosling Ayes given Carried.	Andrew Marshall	Next Meeting
Community Engagement	It was suggested that the following will be shared with the LHS community: <ul style="list-style-type: none"> • Results of the recent Student Phone Use survey • Board's endorsement and unanimous decision to ban student cell phone use at LHS 	Principal	ASAP
Resolution to take a break	The Presiding Member proposed the Board take a break at 7.29 pm. The Staff Trustee blessed the food.	N/A	N/A
The meeting resumed at 7.39 pm			

In Committee	<p>It was moved by Nicky Hiku at 7.39 pm that the public be excluded from the following part of the proceeding of this meeting:</p> <ol style="list-style-type: none"> 1. Minutes from previous meeting 2. Alternative Education Students 3. Stand downs and suspensions 4. Information Request 5. Student Matters 6. Staff Matters 7. Staff Award <p>This resolution is made in reliance on section 48(1) (a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceeds of the meeting in public.</p>	Relevant documents tabled and verbal reports given by Nicky Hiku and Kathy Paterson	
Resolution to move out of committee	<p>The Presiding Member proposed the Board move out of Committee at 9.14 pm: Moved: Presiding Member Carried.</p>		
Meeting Closed	9.14 pm.		
Closing Karakia	The Staff Trustee led the closing Karakia.		
Next Meeting	Monday 18 September 2023 at 6 pm.		

Presiding Member: _____

Dated: _____