

CONFIRMED MINUTES

CBHS BOARD OF TRUSTEES MEETING



At the **CBHS Board of Trustees Meeting on 10 Feb 2026** these minutes were **confirmed as presented**.

Name:	Christchurch Boys' High School Board
Date:	Tuesday, 25 November 2025
Time:	5:30 pm to 9:00 pm (NZDT)
Location:	In the Deans' Building at the School, 71 Straven Road, Christchurch 801
Board Members:	Emily Flaszynski (Chair), Andrew Parkin, Blake Norton, David Whillans, Kim Milne, Nic Hill, Nick Martin, Paula Kirkpatrick, Todd Moyle
Attendees:	Kathryn Doig

1. Administration Matters

1.1 Attendance/Apologies

Todd Moyle opened the meeting with a karakia, after the Chair had welcomed everyone. There were no apologies to note.

1.2 Conflicts of Interest

Interests were reviewed; there were no new interests to declare.

1.3 Confirmation of Minutes

CBHS Board of Trustees Meeting 21 Oct 2025, the minutes were confirmed with the following changes:

Added Paula Kirkpatrick to the People & Wellbeing subcommittee under item 3.3.



Previous Minutes Confirmed

Moved that the minutes of the BOT meeting on 21 October 2025 be accepted as a true and accurate record of the meeting, subject to adding Paula Kirkpatrick to the People & Wellbeing subcommittee, under item 3.3.

Decision Date:	25 Nov 2025
Mover:	Emily Flaszynski
Seconder:	David Whillans
Outcome:	Approved

Board members discussed an error recently identified in the 2025 March BOT Minutes. The minutes noted that Jo Pearson reported on NCEA Attendance, but should have read NCEA

Achievement. Agreed that Ms Doig will send BoardPro the correct wording and they will contact the Chair to confirm that the changes can be made.



Change Attendance to Achievement

Moved that the Board approves a change to the March 2025 minutes to reflect that Jo Pearson presented on NCEA Achievement (not Attendance).

Decision Date: 25 Nov 2025
Mover: Nic Hill
Seconded: Emily Flaszynski



Ask BoardPro to correct the March 2025 minutes

Ask BoardPro to correct the March 2025 minutes to reflect that Jo Pearson presented on NCEA Achievement (not Attendance).

Due Date: 10 Feb 2026
Owner: Kathryn Doig

1.4 Action Item List

Action items were reviewed and updated.

2. Student Representative Report

2.1 Student Representative Report

Blake Norton reported that the last exam is on Thursday. Exams have gone well and staff have been great. The Headmaster praised staff, led by Jo Pearson, for their work in supporting exams by proactively ensuring laptops are working, spares are available etc.

Students are looking forward to summer; it's been a busy year and they need to recharge.

3. Governance

3.1 Paula's Availability for Meetings

Ms Kirkpatrick advised that she has study commitments on Tuesdays and Thursdays, and while she is happy to miss one lecture a month, she would be unable to attend Board and subcommittee meetings on Tuesdays. Board members discussed options, and agreed to keep Board meetings on Tuesdays and change subcommittee meetings to Mondays. The Headmaster's EA will send meeting invites.

4. Headmaster's Report

4.1 Headmaster's Report

The Headmaster's Report was taken as read. He referred Board members to the three recommendations in his report:

Talking to his first recommendation to adopt the 2026 Annual Plan, he noted that the plan is a continuation of the current plan to implement the three-year strategy direction. Staff have been consulted on the plan.

Discussions in the meeting highlighted the need to strengthen the focus on cultural outcomes and Te Reo Maori and suggested some minor wording changes to reflect the school's focus around academic excellence.



2026 Annual Plan Adopted

Moved that the Board of Trustees adopt the 2026 Annual Plan. the Headmaster will update agreed wording changes.

Decision Date: 25 Nov 2025
Mover: Nic Hill
Seconder: Emily Flaszynski
Outcome: Approved

The second recommendation was to approve the RAMS and budget for the 2026 Japan Study Tour. Mr Hill noted that this is a regular tour with experienced staff and a comprehensive risk assessment in place.



RAMS and Budget for Japan Study Tour Approved

Moved that the Board of Trustees approve the RAMS and Budget for the 2026 Japan Study Tour.

Decision Date: 25 Nov 2025
Mover: Nic Hill
Seconder: Kim Milne
Outcome: Approved

The third recommendation was to approve sponsorship for a proposed pool enclosure at the hostel pool, following advice that, for tax reasons, the enclosure could not be classed as a gift to the hostel, as originally intended. Following comprehensive discussion around the capital and operational costs of ownership and proposed terms of the sponsorship agreement, the Board agreed to delegate negotiations to the Headmaster, with final Board approval required. The aim is to negotiate terms that work for the school, considering capital costs and operational implications.



Delegation to Headmaster to Negotiate Pool Enclosure Approved

Moved that the Board of Trustees delegate authority to the Headmaster to progress negotiations in regard to a sponsorship agreement with Leighs Construction for the proposed Adams House pool enclosure. Any decision requires Board approval.

Decision Date: 25 Nov 2025
Mover: Emily Flaszynski
Seconder: Todd Moyle
Outcome: Approved

Report on Proposed Legislative Change to Board TOW Obligations

The Headmaster talked to his paper regarding the government's proposal to remove the current board obligation to give effect to Te Tiriti. The paper has been circulated to staff. The potential removal of National Education and Learning Priorities (NELPs) was also noted. Board members discussed the government's proposal, noting other schools have reaffirmed their commitment to Te Tiriti o Waitangi. Mr Hill emphasised that the school's commitment would not change, driven by values rather than legislation. The Board agreed to affirm their direction, focusing on excellent outcomes for Māori and all students.

The Board resolved to adopt the paper, subject to revised wording. A statement will be included in the school's Communications Policy, and potentially a newsletter, to express the school's position.



Headmaster's Paper re Proposed Legislative Change to Board TOW Obligations

Moved that the BOT adopt the Headmaster's Paper re Proposed Legislative Change to Board TOW Obligations, with revised wording.

Decision Date: 25 Nov 2025
Mover: Nic Hill
Seconder: Emily Flaszynski
Outcome: Approved

ERO

The Headmaster talked to preparations for the upcoming ERO assessment, noting the significant amount of work involved. Assurance statements for the school and Adams House are being updated. A special Board meeting may be scheduled to review these statements, aiming to make them meaningful.

CAA Presentation

CAAs, a co-requisite to NCEA, were discussed, including how some boys may leave without NCEA due to not passing CAAs, nationally declining writing standards - which CAAs aim to address, the impact of results on subject content and the role of AI, with a focus on critical thinking and basic knowledge.

Stand Downs and Suspensions

The Headmaster noted leadership from Assistant Principal Nigel Vernon in improved behaviour and reduced suspension, but an increase in stand downs. Stand downs and suspensions are being used as tools rather than just consequences. Remote attendance and teacher led consequences were also discussed.



Headmaster's Report Accepted

Moved that the Headmaster's Report be accepted.

Decision Date: 25 Nov 2025
Mover: Nic Hill
Seconder: Todd Moyle
Outcome: Approved

4.2 Health, Safety and Wellbeing

Discussed in PX under People and Wellbeing.

5. Sub-Committees

5.1 Adams House

Mr Hill reported on the following.

The committee deferred electing a chair at their last meeting, but will do so at their first 2026 meeting when all members are present. He is working on terms of reference.

Hostel fee changes were discussed. Mr Hill noted that he had spoken to parents who were understanding once the reasons were explained.

Adams House has had some staff changes, but good replacements are in place.

An audit of lockdown procedures at the hostel was conducted, revealing differing views between the contractor and police on procedures. Nic assured the Board that a rigorous lockdown procedure is in place.

The hostel's finances are looking good.



Adams House Report Accepted

Moved that the Adams House Report be accepted.

Decision Date:	25 Nov 2025
Mover:	Nic Hill
Seconder:	David Whillans
Outcome:	Approved

5.2 Resources, Finance & Audit Committee

Todd Moyle was elected Chair of the Committee. Key discussions at the meeting included:

Turf Project

A machine essential to the maintenance of the turf, was purchased for \$85K. A 12-month review of usage and booking systems was proposed to monitor demand and prioritise the school's use, however, following discussion at the Committee meeting, this has been reduced to 6 months and careful consideration is being given to some bookings already.

Main Block

A permanent solution for water ingress will be implemented over the Xmas break, with the MOE covering the costs.

Finances/Budget

A deficit budget of \$620K was expected and is primarily due to depreciation on new assets. It was noted that capital expenditure is expected to decrease in the coming years following a period of significant investment. The board acknowledged that funding constraints and probity considerations had led to an increase in operational expenditure. Given the disruptions caused by COVID-19 and a recent rebuild, the Board is prioritising a long-term view to maintain high teaching standards. There is a shift in focus from infrastructure to student outcomes, with curriculum and learning being a key budget priority.

A depreciation schedule was requested, and capital expenditure will be reviewed in future planning.



Budget 2026 Approved

Moved that the Board adopts the Final 2026 Budget including:

- School Donation for 2026 \$770.
- Adams House fees for 2026 \$19,100 (GST inclusive).

And that the Board endorse this statement of direction for inclusion in SLT documentation and the annual governance handbook; and note that the Headmaster will continue embedding this emphasis in leadership development, documentation, and pre-trip and expenditure approval processes.

Decision Date: 25 Nov 2025
Mover: Nic Hill
Seconder: Todd Moyle
Outcome: Approved

Policies

The Headmaster talked to the policies submitted for approval by the Resources, Finance and Audit Committee, and outlined policies he is working on for review at upcoming meetings. Following review, Board members approved the policies.



Policies Approved

Moved that the following policies and plan be approved:

- Protected Disclosure Policy
- Relationship between the Board and the Headmaster Policy
- Relationship between the Chair and the Headmaster Policy
- Responsibilities of the Headmaster Policy
- Enrolment and Attendance Policy, and
- The Christchurch Boys' High School: Attendance Operations Plan.

Decision Date: 25 Nov 2025
Mover: Nic Hill
Seconder: David Whillans
Outcome: Approved

Overseas Trips

Structuring trips around sports, culture, and academics was discussed, along with the potential impacts of the cost of trips on donation collection.

Scholarships

The Board supported Perpetual Guardian's recommendation, with the Headmaster inclined to distribute equally, considering applicants' worthiness.

5.3 High School Old Boys

Mr Hill reported that the Association has begun planning for the school's 150th celebrations, including engaging an experienced person to update the data base.

5.4 Te Kura

Mr Hill reported that the Te Kura Trust and school are hosting a Xmas function on 2nd of December. The Trust has kindly offered to cover the full cost of the function.

The Trust is also developing a SIPO to set an investment structure around funds. Mr Hill explained the purpose and structure of the Trust for new Board members.

5.5 PTA

No report, as the PTA is meeting at the same time as this meeting.

5.6 People & Wellbeing Committee

Discussed in Public Excluded session.

6. General Business

6.1 Correspondence Inwards

Three items of inwards correspondence were noted and accepted.

6.2 Correspondence Outwards

There were no items of outwards correspondence.

6.3 Bookings on Air NZ Flights During Planned Strike

The Headmaster reported that some students are booked on flights in December when Air NZ has signalled its intention to strike. Risks and contingency planning are being reviewed.

7. Public Excluded Session

7.1 Motion to Exclude



Moved into Public Excluded Session

Moved that the meeting move into Public Excluded session for reasons of legal and professional privilege and to protect the privacy of natural persons, to discuss employment and legal matters.

That the meeting resume in Public Session and confirm that the business discussed in the Public Excluded session remains confidential to Board of Trustees.

Decision Date: 25 Nov 2025
Mover: Emily Flaszynski
Outcome: Approved

8. Meeting Close

8.1 Close the meeting

Next meeting: No date for the next meeting has been set.

The meeting closed with a karakia timutanga.

Signature: _____

Date: _____