



OTHER



ROTORUA BOYS' HIGH SCHOOL

BOARD OBLIGATIONS FROM POLICY DOCUMENT

Policy name	When	Who
Appoint Chair	First meeting each year	Board
Trustee Code of Ethics	First meeting each year	Board Chair
Approve Budget	First meeting each year	Board and Finance Chair
Review 5YA	First meeting each year	Property Committee Chair
Revise and appoint committees Appoint whanau hui representative Appoint Pasifika fono representative	First meeting each year	Board Chair and Board Secretary
Notification of Board meetings	Before each meeting	Board Secretary
Minutes in Office	After each meeting	Board Secretary
View Accident Log Book	Once a Term	Health and Wellness Committee Chair
Report to Board	Once a Term	Student Trustee
Hostel evacuation practice and evaluation	Once a Term	Director of Boarding and Senior Housemaster
School evacuation practice and evaluation	Twice yearly	Deputy Principals and Principal
Complete Board Self-Assessment	November	Board Secretary
Attestation of Teaching Personnel	On-going	Principal
Check Police Vets for non-teaching staff and contractors	On-going	Principal and Board Secretary
Check Police Vets for Homestay	On-going	Principal and Dean of International Students
Approve Charter	Annually	Board Chair
Approve Annual Plan	Annually	Board Chair
Systems and Procedures to guard against theft and fraud	Annually	Principal
Theft and Fraud Policy - Circulate to all staff - Copy in staff room	Annually	Principal
Designated First Aiders - Publish list	Annually	Deputy Principal – Student Support
Privacy Officer appointed/published	Annually	Principal and Board Chair
Protected Disclosure Act - identify who to report to and info to staff	Annually	Principal
Publish contact person for harassment	Annually	Principal and Board Chair
Inspection of school	Annually	Property Committee Chair
Principal's Appraisal	Annually	Board Chair
Full community perception survey	As required	Board

APPENDIX 2 – BOARD COMMITTEES

Presiding Member	Mr Herby Ngawhika
Deputy Presiding Member	Mr Marty Hine
Board Representatives	Mr Herby Ngawhika (Parent Representative) Mr Marty Hine (Parent Representative) Mr Anaru Pewhairangi (Parent Representative) Ms Mercia-Dawn Yates (Parent Representative) Ms Wai Morrison (Parent Representative) Staff Representative - tba Madsen Elkington (Student Representative)
Principal	Mr Chris Grinter
Board Secretary	Mrs Jodie Rose

Committee	Members	In Attendance
Executive Committee	Herby Ngawhika Marty Hine Chris Grinter (Principal)	
Disciplinary Committee	Herby Ngawhika or Marty Hine Plus 1 or 2 other Board Members as available Chris Grinter (Principal)	
Finance Committee	Marty Hine – Chair Herby Ngawhika (Parent Representative) Chris Grinter (Principal)	Nawa Ruckes (Business Manager) SLT in rotation
Property Committee	Anaru Pewhairangi - Chair Chris Grinter (Principal) Staff Representative - tba Madsen Elkington (Student Representative)	Rie Morris (Deputy Principal – Cultural Capacity) Blair Hartley (Property Manager)
Health and Wellness Committee	Mercia-Dawn Yates - Chair Chris Grinter (Principal) Staff Representative - tba Madsen Elkington (Student Representative)	Jonathan Taylor (Deputy Principal – EOTC) Tom Hale (Head of Guidance) Awhi Nikora (Receptionist) Susan Els (School Nurse) Blair Hartley (Property Manager)
Hostel Committee	Anaru Pewhairangi - Chair Chris Grinter (Principal) Staff Representative - tba	Hamish Lockwood (Deputy Principal – Student Support) Sam Cameron (Director of Boarding) Chevez Makan (Housemaster) Juan Wilkins (Catering Manager)
Awhina Management Committee	Wai Morrison – Chair Chris Grinter (Principal)	Hamish Lockwood (Deputy Principal – Student Support) Noreen Botha (Deputy Principal – Teaching and Learning) Tom Hale (Head of Guidance)



ROTORUA BOYS' HIGH SCHOOL

Faculty Reviews 2024

Term 1 – Wednesday 27 March 2024

Social Sciences

Term 2 – Thursday 30 May 2024

Music

Term 3 – Wednesday 25 September 2024

Mathematics

Three Year Rotation of Faculty Reviews

2024	1 Social Sciences	2027	1
	2 Music		2
	3 Mathematics		3
2025	1 Guidance/SL Programmes/Careers/ Transition/Awhina/Manaakitanga	2028	1
	2 Hostel		2
	3 Science		3
	4 Te Reo Māori		4
2026	1 Physical Education/Health, Outdoor Education and Sports Academies	2029	1
	2 Technology		2
	3 English		3