

**Minutes of Wellington High School Board Meeting**  
**Held 13 September 2021 at 6.00pm online**

**Present:** Belinda Rynhart (Chair), Dominic Killalea (Principal), Annette Atkins, Catherine Hill, Evžen Novak, Jo MacDonald, Solomon Daniel, Wyatt Page, Arunan Noble

**Visitors:** Stella Meikle

**Apologies:** None

**In attendance:** Alison Jeffery (Board Secretary)

**Introduction**

**Minutes of last meeting**

*Solomon MOVED: THAT the minutes of the meeting held on 9 August be accepted.*

*CARRIED*  
*Annette*

**Matters arising from the minutes:**

Health and Safety

The items proposed for the 13 September meeting have been moved to 18 October. The invitation to visit Ngā manaakitanga has also been extended to 18 October.

SchoolDocs and reference to Te Tiriti o Waitangi

At the last meeting, the Board emailed SchoolDocs with reference to Te Tiriti o Waitangi and how it is referenced in policies. Currently School Docs does not have the capacity to reference Te Tiriti in each topic but a Board policy statement could be added. This was considered insufficient at the Board's August meeting.

The Board agreed this should be kept as a live issue with SchoolDocs and that every time a policy is reviewed, the need to reference Te Tiriti should be included in feedback. Some members of the Board are due to do NZSTA Te Tiriti training and this may inform next steps.

Curriculum & Participation report

The Curriculum & Participation report discussed at the last meeting referenced NCEA as a barrier for Māori students. This will be followed up outside the meeting.

**Reports**

**Principal's report including property plus H & S**

- CEC tutors were paid as usual during lockdown. The cost to the school was under \$10,000. Three weeks' course time was lost but most can be recovered and some have moved online.
- Staff changes at the end of the year there will be more changes this year than last - three retirements, one transfer due to a partner's relocation. Since Dominic's report was compiled Dylan Weatherley-Libeau has also handed in his notice.



- Evžen asked about the position of Head of Music and when this would be advertised. Dominic explained that appointment to the role of Head of Faculty of Arts was needed before gaps in the faculty could be filled.
- Tim Li & Roger Mantel have applied for a year's refreshment leave. Jenny Olsen has requested a term's leave.

*Belinda MOVED: THAT the refreshment leave applications be accepted in principle.*

CARRIED  
Catherine

- The Board questioned the number of drug-related incidents included in the disciplinary summary and whether it represented an increase over previous years and whether the Board needs to take action. SLT are aware that they might not be dealing with all involved. The Police have investigated incidents at Pukeahu and there may be an impact from this that is filtering in to school.
- The Board noted the increase in the restorative practices as a positive. There may be issues where restorative processes are not able to be used, but restorative processes are always used where possible.
- Responses to the tender for the artificial turf are due on 20 September. Ideally this work would happen in Term 4 as it would have the least impact on practical sports, but this may be subject to change. The Special Infrastructure Project funding must also begin to be spent before the end of the year.
- The Board asked about Māori mentoring and what this could look like for Year 10. This will be addressed in discussion with Suzanne Meijer and Charlene James-Meijer (Ngā Manaakitanga coordinators) at the next meeting.
- Master planning: there will be a meeting with the MoE and designers in week 9, at which Board opinion should be included. Two schemes lose the Riley Centre which the Board and school oppose. Seismic capacity and the arrangements of classrooms around the Riley Centre are proposed by the Design Review Panel as obstacles. Four schemes move the entrance to Taranaki Street. Is that the best place? Is it better than having a central hub? One scheme demolishes the whole school and has the field at the Pukeahu level. There is much to discuss.
- Evžen will convene an online meeting to talk the Board through the master planning proposals so that the Board can respond. This will take place on Monday 20 September at 6pm.
- Property \$1.6m is funds to be received by the MoE.
- Regarding the lack of interest in a Whānau hui, Annette will contact Megan Southwell to discuss whānau to whānau contact as a means of raising engagement.

### **Finance report**

- Evžen spoke to the Finance report. In general terms, funds are looking healthy for this point in the year.
- The budget timeline for 2022 was shared with the Finance committee.
- Due to a conflict of interest Belinda left the meeting while the appointment of the school's next auditor was discussed.
- The finance committee recommended that Moore Markhams is accepted as the school's auditor for the next three years.

*Evžen MOVED: THAT the Board accept Moore Markhams as the school's auditor for 2021-2024.*

CARRIED  
Catherine



### **Students' report**

- Half of the committees set up by the Student Council are making good progress. The next steps will be establishing structures to enable year 12 to work on these more strategically.
- NCEA level 1 proposal -the student representatives recommended that students are involved in any consultation process. Students would like more information on the proposed replacement for Level 1 as not knowing creates uncertainty. Students recognise exam practice, whether at Year 10 or 11, as beneficial. Students are concerned that completing their first NCEA exams in Year 12 would be too big a hurdle compared to the current step from Level 1 in Year 11 to Level 2 in Year 12.
- From SLT's point of view, the next step is to speak to parents of current Year 9 as these would be the first affected by the removal of Level 1.
- In 2023, Year 11 would not be going for a Level 1 qualification but would experience national assessment at that level e.g. completing numeracy and literacy credits. These would fall at different times and would give the experience necessary without some of the stresses compounded by the current volume of assessment.
- There are many things to consider and success requires all to have a deeper understanding of the plans that are in place.
- It was noted that there is currently no date for the Senior ball. There is a chance this may not happen as the Sky Stadium has been booked out for sports on the date that the school had reserved.
- Social Media platforms are currently blocked on the school's wifi. The student representatives hope to open a conversation around this to enable some access. The Board agreed that this was for SLT to discuss but if SLT decided to canvas parental opinions this could be revisited at Board level.
- The student representatives were thanked for their report.

### **Kāhui Āko report**

- The report was received by the Board.
- The Kaitiaki group did not meet because of lockdown.
- The links included in the report were appreciated by Board members.

### **Strategic Business**

None

### **Other business**

#### **Policy review Term 3**

- Complaints and concerns policy.
  - It was noted that the policy is adequate but does not reflect a culturally responsive approach. E.g. the statement 'Treat people fairly with transparency and respect' needs to be amended to include 'and in a culturally responsive manner'.
- Behaviour management
  - As with complaints and concerns the lack of culturally responsive approaches was noted. This will continue to be raised as an overarching issue with SchoolDocs.

#### **Student representative election**

- No update has yet been received from the Ministry of Education or NZSTA. Information will be circulated to the students nominated at the earliest opportunity.

#### **International student fees proposal**



- This had also been discussed at the Finance meeting. The increase proposed would keep WHS in the mid-range of other Wellington schools rather than at the more expensive end.
- The Board questioned whether this is a sufficient level of increase given that it does not come into effect for 16 months and suggested an increase to \$17,000 instead.

*Catherine MOVED: THAT International students' fees increase to \$17,000 from the start of 2023.*

CARRIED  
Evžen

### **Use of schools as COVID-19 vaccination sites**

- Information from the Ministry of Education Bulletin from 26 August was shared with the Board. As a school we may be approached by local health providers. What does the Board think?
- It was confirmed that this would be a request to act as a vaccination site for students and not as a community vaccination hub.
- Generally, schools may be used for vaccination e.g. the catch up session for the Measles vaccine that was offered earlier in 2021.
- Board members expressed support for this, recognising the benefits of having as many opportunities for vaccination as possible. The school offers other health services and vaccination is an extension of that. The Board would also support use of the school site as a community vaccination hub.
- The Board asked whether the school would be concerned about an anti-vax reaction and whether Dominic and the WHS staff would be happy to deal with any reaction. Dominic confirmed that the school would be happy to deal with this on a day-to-day level.
- Primary schools are already used as vaccination sites for other vaccines and the Board agreed it is therefore logical that secondary schools could be used in this way too.
- It was noted that parents could opt out if they didn't wish for their student to be vaccinated. Parental consent would be required for those who are under age. The school would be proud to stand up as a vaccination hub and would agree to 16+ students giving their own consent for vaccination.
- The Board noted that some parental concerns are related to peer pressure that might encourage / discourage a student from receiving the vaccine.
- It agreed that clear communication would be essential. Communication would need to clarify that the school being used as a vaccination hub would be in line with ministry and government policy. It was suggested that the school draft a media statement to this effect.
- It is uncertain whether there would be sufficient need for this to happen immediately but that there might be an ongoing need e.g. if annual booster vaccinations are required.
- The Board agreed that if vaccination providers approach the school, then the school can be used as a vaccination hub.

### **Other business**

- Due to the change of date for Senior Prizegiving, the November board meeting will now be held on Monday 8 November at 6pm.

### **Correspondence**

- The correspondence was received by the Board.

*The meeting moved to in committee at 7.58pm.*

