

**Minutes of Wellington High School Board of Trustees Meeting  
Held 21 March 2016 at 6.10pm**

**Present:** Ganesh Nana (Chairperson) Deanne Daysh (Deputy Chairperson),  
Nigel Hanton (Principal), Mrinali Kumar, Devin Pike, Charlene  
Aramoana, Crane Amaru, Ariel Metekingi

**Apologies:** Gerry Glynn

**In attendance:** Trish Tuthill (Board Secretary), Carey Clements, Marietjie Van  
Schalkwyk

**1. Visitors**

**Carey Clements**

Carey spoke to his business proposal to set up archives at Wellington High School

- Outlined his experience
- The financial benefits
- The material benefits
- The building of an alumni

Discussion ensued regarding the next step

*MOVED: That the proposal is accepted in principle.  
Daysh/Hanton  
CARRIED*

Carey left the meeting at 6.23pm

Further discussion around Nigel offering a contract for Term 2, at 10 hours a  
week, \$250 per week to Carey.

*MOVED: That the Principal will arrange for the work to commence  
during Term 2, at the approved rate and further  
steps to be considered thereafter.  
CARRIED*

**Food and Fashion Trip, Europe 2017**

Marietjie Van Schalkwyk spoke to her proposal for the 6<sup>th</sup> Food and Fashion Trip.  
Discussion around ratios and extra students from St Marys.

*MOVED: That the proposal is accepted in principle.*

*CARRIED*

**Attendance Coding**

Submission from a parent around clarity in attendance codes.

*MOVED: That the Board delegates to the Principal the authority to  
code absences as per Ministry of Education guidelines.  
CARRIED*

**1. Strategic business**

**Trustee Elections**

Flyer has been sent to all families. Will continue to be reminded via weekly  
update.

## 2. Minutes of the Board of Trustees Meeting

MOVED: *that the Minutes of the meeting held on 15 February 2016  
be accepted.*  
CARRIED

### Matters arising

- Samoa Trip still going ahead
- Trees Update. Nothing more
- Finance & Property policy still pending

## 3. Finance Report

- Accounts are ready to go to the auditor. Currently showing a \$164k surplus
- Quotes for new cleaning company are being sought
- Konica Minolta have made a 5 year proposal for photocopier supply that is very attractive. Includes a \$10k sponsorship incentive which is going to provide equity computers for families who cannot afford BYOD.

MOVED: *That February 2016 accounts be received.*  
CARRIED

## 4. Correspondence

MOVED: *That the correspondence be received.*  
CARRIED

### Matters arising

#### Review of Enrolment Scheme

MOVED: *That the school has an ongoing need for an enrolment scheme to prevent overcrowding or the likelihood of overcrowding at the school. The Board believes that the home zone in the present scheme should be retained without amendment.*

CARRIED

#### NZSTA AGM & Conference

Being held in Wellington this year and so as many Board members as possible should try to attend.

## 5. Chairs Report

Nothing further

## 6. Principal's Report

Spoke to report

- Currently fully staffed
- 6 monthly Health & Safety report from newly set up committee
- Property
  - o Senior advisor has been replaced
  - o New carpet laid
  - o Fire alarms are being worked on with MoE funding

- Grounds replacing the tractor which the finance committee approved
- Bomb Hoax
  - MoE have been responsive and have someone at the Police call centre
  - NZ Police sent an update which was circulated

## 7. Property Report

- Nothing more

## 8. Staff Report

- Lots of positive feedback from staff.
  - Murray Chisholm, regional athletics results were good
  - Mathematics department going well
  - Sharon Henry sent through information about a new Japanese sister school with reciprocal homestay which will hopefully mean that it is cost neutral for students.

## 9. Te Whānau a Taraika

- Going to have a hui of Te Whanau members on 4 April with a view to setting a community noho dates.

## 10. Student Report

- Issues with consistently late Island Bay morning bus and the overcrowding of the afternoon bus.
  - A full review of the school bus service is underway by the Regional Council. Trish & Nigel are in contact with the two people running this review.
  - Perhaps parental pressure to bus company will help speed up the process of making the morning bus leave earlier.

## 11. AOB

Nil

*Meeting Closed at 7.59pm*

## **Board Meetings 2015**

<b>Date</b>	<b>Reminders</b>
11 April 2016	Policy: Finance & Property
16 May 2016	
20 June 2016	
15 August 2016	
19 September 2016	
17 October 2016	
21 November 2016	
19 December 2016	