

**Minutes of Wellington High School Board of Trustees Meeting
Held Monday 14 May at 6.00pm**

Present: Deanne Daysh (Chairperson), Dominic Killalea (Principal), Kasey McDonnell, Chris Roberts, Annette Atkins, Ariana Tikao, Charlene James-Miejer, Crane Amaru, Maya Neupane & Arie Faber

Apologies: Nil

In attendance: Paula Willis (Board Secretary) Belinda Rynhart, Helen Gower, Bharat Pancha (Teacher), Carlos Junca (Teacher).

1. Welcome

- Deanne welcomed visitors
- Introductions around the table

2. Nepal Trip proposal

- Bharat talked to his proposal to the board for 2018 trip to Nepal and gave a summary of previous trips.
- Discussed challenges and benefits.
- This year supporting Umbrella organisation and raising money with a No Principals fundraiser. Supporting the orphanage as well with clothes.

MOVED: *THAT the Board approve the trip to Nepal for 2018*

*CARRIED
Unanimous*

3. Argentina Trip proposal

- Carlos talked to his proposal to the board for 2018 trip to Argentina, a conjoined trip with Rongotai College.
- Trip has been approved but there is a change in Itinerary from what was approved. Cost is less and Carlos has organised a sister school to host our students. Students will attend normal classes in their school. In return we will host their students here at Wellington High School.
- Deanne asked Carlos if there was a robust policy for all the students to sign. Carlos stated yes and that the students were carefully picked.
- Dominic asked what years the trip was open to. Carlos stated 11, 12, & 13.
- Crane asked what the Male to Female ratio was. Carlos stated mostly male, 1 female teacher from Rongotai College and 1 female student from WHS.
- Chris stated that the Itinerary was now better and now have a connection with a school in Argentina.
- Deanne noted the Year 11 students from the trip could host in year 12.

MOVED: *THAT the Board approve the itinerary for Argentina Trip 2018*

*CARRIED
Unanimous*

4. Strategic Business

ERO Final report tabled

- Deanne congratulated Dominic and Senior Leadership team. Also as a Board should be very proud of how they did.
- A Thank you morning tea was held for all staff.
- Discussed the reports next steps:
 - Funding for PD for Maori teachers?
 - Discussed transition from Matua Ben to new Maori teachers.
 - SLT person to oversee Maori?

Analysis of Variance

- Dominic talked to the Analysis of Variance report.
- Copy given to Board members.

Portfolios and WHS Annual Plan

- Dominic gave brief overview of the information collected.

Harrison Tew:

- Emergency Procedures tabled.
- Dominic outlined the Evacuation plan and the Lockdown plan.
- SLT have run a lock down drill and it was very successful apart from the email sent to parents took too long. Currently looking for a solution.
- New control centre in Megan's office.

Policies Review Procedures

- Ariana had concern about how long it took to review policies.
- School Docs has been signed today by Deanne
- Ariana stated it would be good for Staff to report on effectiveness of Policy and get student Wero leaders input.
- Dominic to add specific information into School Docs ASAP.
- Will still need a review procedure using School Docs.
- Defer to next meeting.

5. Functional business

Minutes of last meetings

MOVED: THAT the minutes of the meeting held on 12 February 2018 be accepted

*CARRIED
Kasey/Annette*

MOVED: THAT the minutes of the meeting held on 9 April 2018 be accepted

*CARRIED
Kasey/Chris*

Matters Arising from Minutes

No matters arising from minutes.

Correspondence

MOVED: *THAT the correspondence be received.*

CARRIED

Matters Arising from Correspondence

- NZSTA – Annual General meeting
 - Charlene attending the Annual General meeting
 - Board to vote giving Charlene the right to vote on behalf of the Board at the meeting.

MOVED: *THAT Charlene have permission to vote on behalf of the Board of Trustees at the Annual General meeting in Rotorua.*

CARRIED

Unanimous

6. Chair's Report

Deanne MOVED: Deanne proposed that Belinda Rynhart be co-opted on to the Board till May next year.

CARRIED

Unanimous

7. Principal's Report

- Dominic talked to his report.
- Well done Ari Faber who co-directed 'Much Ado About Nothing'.
- Sad news to share with the Board: An ex-student passed away in Germany last week.
- Discussed extra staffing and extra funding.
- Lucy Wu departing Wellington High School for Permanent job in Auckland as only a fixed term position currently. Position for Japanese teacher has been advertised in the Gazette and looking at options.
- Senior curriculum review has started. Will be online Friday 18 May and testing it out first tomorrow 15 May.
- Pigeon eradication doing well.
- Staff members are taking on key roles in school sports teams.
 - Board would like to thank staff taking on extra work.
 - Chris raised possible lack of pre-season training/sports preparation for the season compared to other schools. KLD – issues beyond control for Rugby coach for pre-season due to low student numbers.
- New cleaners are great
 - Maya added that students have noticed the difference.
 - Deanne stated great to see progress on property work.
- Living Wage
 - Board finance team has discussed
 - Recommendation from Board finance team it to adopt the living wage and use up surplus.
 - Affects Teacher Aides mostly \$18.50 to \$20.50
 - Board finance team to check on relativity movements and report back next meeting.

Deanne MOVED: THAT the Board approve in principal the living wage.

CARRIED

Unanimous

8. Staff report

- Junior Parent teacher interviews - lots of positive feedback re: Reo classes
- Te Reo teachers are doing well.
- New teacher trainee helping in Maori – Arama Wright

9. Te Whanau a Taraika

- Hui next Monday, meeting in the Library
- What is the focus/direction moving forward? Achievement and lifting achievement? Supporting students on the bottom? School needs to decide what direction heading in.
- Crane advised that not many Maori parents turned up to the last meeting and was more of a General Parent Association.
- Dominic noted: need to discuss Kapa Haka for next year.
- Crane leaving the WHS Board of Trustees but would still like a connection with the Marae and Marae maintenance.

10. Students Report

- Student reps have been communicating with the student body via instagram and attending protests
 - Big oil conference
 - Rally for Nurses pay
- Would like to make use of the Board on level 4 – have spoken to Kathryn Hutchinson. To confirm with Dominic.
- Sending out a Pole to students with a list of charities to vote for. Arie and Maya will donate their board meeting payments to the top charity(s) voted for.
- Have started a Poetry club.
- Would like to suggest painting the outside of Level 4 entrance way. To meet with Dominic to discuss.

11. Finance

- John enjoying Xero
- Auditors currently here. Looking at clubs and societies that still hold funds.
- All tracking as expected
- Reforecast for July
- Equippers are moving their Sunday service to alternative premises. Paula to notify Hire contact and advise that Sundays are now available for hire.
- Board papers need to include Finance papers from the new system
 - Basic report for Board members
 - Schedule of payments over \$1000.00

Deanne MOVED: THAT the Board acknowledge verbal report received.

CARRIED

Unanimous

12. AOB

Deanne MOVED: THAT the Board approve Deanne writing Board news for the WHS Weekly wrap-up news.

*CARRIED
Unanimous*

Welcome to the Board Belinda.

Thank you Helen for attending. Helen is invited to attend the next Board meeting on 18 June.

Apologies from Kasey for the next Board meeting on 18 June.

Move to In-committee 8.30pm