

**Minutes of Wellington High School Board of Trustees Meeting
Held Monday 10 February 2020 at 6.00pm**

Present: Dominic Killalea (Principal), Annette Atkins (Chair), Lily Parkin, Alex Quinn, Jo MacDonald, Evžen Novak, Belinda Rynhart, Solomon Daniel

Apologies: Catherine Hill (joined the meeting at 7.00pm)

Visitors: Willow Ashby, Aidan McDougall

In attendance: Alison Jeffery (Board Secretary)

1. Strategic Business

- There were no items of strategic business

2. Functional business

i. Election of Board Chair

- Catherine moved that Annette be elected Board Chair with Evžen as Deputy.
- The motion was passed unopposed.

ii. Minutes of the last meeting

- Matters arising:
Paul Macdougall and Megan Southwell will be invited to the March meeting to discuss Health and Safety issues at WHS.

Jo MOVED: THAT the minutes of the meeting held on 25 November 2019 be accepted.

*CARRIED
Belinda*

iii. Policy review

- Policies to review were distributed, with the following Board members taking responsibility for reviews:
 - Staff leave - Belinda, Jo
 - Recognition of Cultural Diversity - Annette, Sol, Lily
 - Separated parents, care and guardianship - Jo, Belinda, Alex
- As the April meeting will be the Faculty Board Reports, the BoT will report back on the reviews in the March meeting.
- Alison will circulate a suggested procedure for the policy review to the Board asap.

iv. Correspondence

- The correspondence was received by the meeting.

Principal's report

- Dominic spoke to his report.
- The first meeting with WSP Opus took place on 10 February. This group has been appointed by the MoE to run the master planning process. This phase will look at the site to review how it could accommodate a school of 2500 given that Wellington is anticipating a population increase of 50,000-80,000 in the next decade. This, coupled with developments locally (social housing)

that will see an additional 1000 families virtually next door, will have a significant impact on the school's population.

- The resulting report from WSP Opus will give suggestions based on different projections of overall school population. These reports will be submitted by the end of Term 2.
- Dominic will start to consult different groups within the community over the next month.
- Concern was expressed that the potential creative opportunity could be stymied by the technical constraints of what is a complex site. Ideally a master plan is an overview of how the whole school operates and the connections and, in some instances, the need for better connections between different areas of the school.
- Framework for making decisions - things that must be achieved: e.g. welcoming entrance and specific front door; wellbeing; quality learning environments. The need for a detailed and consistent list of requirements is paramount, but even this may result in different interpretations e.g. location of main entrance.
- In terms of the Board's role in this process, Evžen will join the Property Control Group.
- The four prefabs that were promised by MoE will be delivered at the end of Term 1 and will be located on the skate pad by the field and will be in situ for while any redevelopment work takes place.
- MoE projects that an additional six classrooms will be needed in addition to the prefabs.
- Change in numbers - currently 1389. This is mainly students leaving at Year 13 who were late to report their intention. Anticipate that the roll will be approximately 1375 by the 1 March roll return is due.
- Given that the school has traditionally accumulated 55 students through the year, is this still likely to be the case given that Year 9 enrolment is currently so much later? This is difficult to predict. There are a number of changes e.g. enrolment from Brooklyn and EBIS has surged in the past two years but whether this is sustained remains to be seen.
- Staffing: Rossi Yourukova resigned before term started and Dominic has been working to cover her departure. Caroline Lewis will need to take medical leave later this term and a part-time Maths teacher has been appointed for the rest of Term 1 to cover Caroline's timetable.
- The new PCT1 teachers are being ably supported by Mel McGrath and Suz Meijer.
- Louise Wycherley will retire at the end of Term 1 and her post is currently being advertised.
- NCEA results were again mixed. The forthcoming staff meeting will provide a forum for discussion. The board noted their appreciation for the comments from the DPs which gave valuable insight.
- Results at NCEA Level 1 suggest that the most able students are being well supported but that there is a group that is achieving to a lower level and the reasons for this are not yet clear.
- Positives within the results are the NCEA Level 3 results: 26 scholarships were achieved and the overall results are a substantial improvement on 2018.
- Looking at ethnicity data there were mixed results.
- The issue of NCEA Level 1 and whether to keep it remains.
- It is anticipated that the Level 1 results will still improve. Final statistics will be reported later in the term.
- Coronavirus: WHS is following advice from the Ministry of Education. This has had an impact on the International Department with students quarantined and the need to re-organise some homestays.

- Questions were asked with regards to overseas trips that were planned. At the moment the trips are considered low risk and the teachers organising the trips are liaising with the agencies.

Te Whānau a Taraika

- The first hui of the year will take place on Monday 17 February.
- Nothing further to report.

Student report

- School started for some students with peer support training these students attending the pōwhiri. The peer support students feel that this has had a positive impact on their level of integration with new students.
- Students are becoming more aware of larger numbers for senior classes with many feeling larger than previously.
- Athletics Carnival takes place on 14 February. A new whānau group, McKelvey, will be competing.
- Aroha Day for clubs and societies will take place on 18 February. The Student Council will be represented there and will use the opportunity to promote the Council and seek nominations.
- Instagram is being used to channel interest in Student Council and used as a tool to raise awareness of issues being discussed e.g. administrative issues such as prefabs and impact. A great opportunity to keep the student community involved and hope it will increase transparency and encourage student involvement. Strengthening the sense of community among the students is considered one of the greatest areas for growth.

Property

- This was spoken to in the Principal's report.

Finance

- The Finance sub-committee has had a look at the provisional end of year 2019 accounts. These still require some revision and will be presented to the Board at a future meeting.
- The surplus projection for 2020 is currently in the region of \$4,000. This is less than was projected at the start of 2019 but it is anticipated that the surplus will grow.
- International student numbers are looking stronger than had been anticipated at the end of 2019: the projection was 60 but numbers are currently around 79 which is encouraging.

AOB

- None.

The meeting moved to in-committee at 7.43pm.

The meeting closed at 8.10pm.