

**Minutes of Wellington High School Board of Trustees Meeting  
Held 17 October 2016 at 6.07pm**

**Present:** Ganesh Nana, Nigel Hanton (Principal), Devin Pike, Crane Amaru, Charlene Aramoana, Kasey McDonnell, Chris Roberts Ariana Tikao, Deanne Daysh, Mrinali Kumar, Annette Atkins

**Apologies:** Nil

**In attendance:** Trish Tuthill (Board Secretary), Dominic Killalea, Josh Stewart

**1. Visitor**

Dominic Killalea spoke to extracts from Curriculum and Participation document. Some points include:

- Roll based statistics skew the results (base one students, international students, those with CAHMS involvement)
- Trend that those who start at Year 9 do better than those who start later continues
- Attendance as a "hard" statistic would be useful for those who start later than Year 9. Attendance is strongly linked to good achievement
- Retention is good at Year 13

The Board thanked Dominic for the work done on the document.

*Devin Pike & Josh Stewart left the meeting at 6.57pm*

**2. Strategic business**

Policy Review

Further work is going to be carried out by Nigel and Deanne on the pandemic and contagious diseases policy.

**3. Functional Business**

MOVED: *THAT the minutes of the meeting held on 16 September 2016 be accepted*

*Roberts/Atkins  
CARRIED*

Matters Arising from Minutes

Request for the carrying capacity of the school has not been responded to. Nigel will contact them again.

#### **4. Finance Report.**

- Income summary looks good and expenditure remains within budget
- All core indicators are better than last year & consistent
- Fire alarm upgrade is looking to be \$120k – 150k. This is top priority and needs to be moved through the 5YA
- Cameras and CCTV is going to be a significant cost. There is a quote pending. Board may need to consider in the near future funding some of this out of Board funds.
- Locking system and key card is also being investigated
- Cleaning contract looks to be being signed with a new company.
- Still need to shoulder tap another parent for the finances side of the Board responsibilities.

#### **5. Correspondence**

MOVED:                    *THAT the correspondence be received.*

CARRIED

#### Matters Arising from Correspondence

The letter from the Auditor General has been responded to by the Principal, on behalf of the Board.

#### **6. Chairs Report**

- Nil.

#### **7. Principal's Report**

Nigel spoke to his report:

- Appointment process has seen a lot of pre-application visits to the school
- Still have Japanese teacher, Science teacher and Community Education Director to be appointed
- Viv Dalrymple cannot continue in the same capacity next year. Would like to appoint Lloyd Martin, drug and alcohol counsellor, in a full time role. The Board supports this request.
- Naylor Love have started work on the library block. There is a work schedule attached to the Principal's report.
- 5YA has identified 10 classrooms for re-carpeting. Concrete spalling will be started in the first half of 2017.
- Handrail on exterior stairs to gym has been actioned for repair.

MOVED :        *THAT the Principal's report be received*

CARRIED

#### **8. Staff Report**

- Eva Tinga has received fully funded scholarship to study in Japan

#### **9. Te Whanau a Taraika**

- Hui to be held on Tuesday 25 October.
- Invitations and drive to get attendance at Whakanuia
- SWIS introductory gathering
- Information for the caregivers guide has been collated by Annette

#### **10. Students Report**

- The ball was a huge success

## 11. AOB

- The outdoor education programme for next year has doubled its student numbers. This has meant that there are nearly 40 students wanting to go on the trip to Samoa next year. Brook Rapson is requesting permission to run a second trip. Both trips will run during holidays and will not impact on class time or staffing.  
Board approved the second outdoor education trip to Samoa, in principle.
- Official thank you and gift to be arranged and forwarded to the board members who were outgoing after the election earlier in the year.

## 12. In-committee

*At 7.44pm the meeting moved into committee to protect the identity of an individual or individuals.*

*The meeting resumed and closed at 7.56pm*

### Meeting Dates

Date	Actions Pending for Next Meeting
17 October 2016	<b>From September Meeting:</b> <u>Deanne/Nigel</u> Further work required on the pandemic/contagious diseases policy. <u>Nigel</u> <ul style="list-style-type: none"> <li>• Carrying capacity request reminder</li> </ul> <u>Trish</u> <ul style="list-style-type: none"> <li>• Gift for outgoing board members</li> </ul>
21 November 2016	

*Meeting Closed at 8.15pm*