

WELLINGTON HIGH SCHOOL – BOARD MINUTES

Minutes of a meeting held on **Monday 16 October 2023 at 6pm**

Present: Wyatt Page (Chair), Evžen Novak, Nick Tramoundanas, Richard Ngatai
David Cooling, Jorah Ramlan-Pointon, Giovanni Tiso, Nina Martin-Edgar,
Maaike Day

Apologies: Dominic Killalea, Nicky Birch

Visitors: Ellen Tanner (Ministry of Education)
Georgia McArthur & Simon Cunliffe (Maynard Marks)
Shaun Tavernor
Bella Das, Nīkau Edmond-Smaill

Karakia

- New student representatives Nina Martin-Edgar and Maaike Day were welcomed to the Board
- Ellen Tanner (Ministry of Education), Georgia McArthur and Simon Cunliffe (Maynard Marks) were welcomed to the meeting to speak to the 10 Year Property Plan item.
- Visitors Shaun Tavernor (Acting Principal), Nīkau Edmond-Smaill and Bella Das (former student representatives) were welcomed to the meeting.
- In his absence, the co-option of Tahaawai James-Kanara was moved to the agenda for the November meeting.

Giovanni MOVED: that the visitors to the meeting be granted speaking rights.

CARRIED
Nick

10 Year Property Plan

- Ellen Tanner provided a brief overview of 10YPP process which is common to all NZ schools.
- Maynard-Marks have acted as a consultant working with the school and specialists to provide a draft works list shared with the Ministry of Education.
- Significant supplementary funding has been secured. This is over and above the allocation and is in support of structural works that are needed. An allocation for furniture and equipment has also been secured.
- Projects are P2: essential infrastructure - 2nd of 4 priority rankings
- Subject to feedback Board sign off is required for this to progress.

- Georgia McArthur and Simon Cunliffe focused on the 10YPP 'milestones' summary of projects, 10-12 projects some of which include links to existing projects.
- Once approved, Ashbys consult with regards to delivery.

- It was noted that the boiler replacement project and the response to the Polyhigh Slip are not from 10YPP funding.

ACTION: Clarification required regarding projects 3 and 15 (missing from summary list)

ACTION: Clarification required regarding figures (page 4). Do these refer to floor space area or land area?

ACTION: Document circulated to Board to solicit further questions with a view to signing off in November meeting.



- The Board owns a % of several buildings and some works are required in these buildings. These works will need to be funded by the school. The decision to carry out works will be required as these projects get underway.

Minutes of last meeting

Nick MOVED: that the minutes of the meeting on 18 September be received as a true and accurate record of the meeting.

CARRIED
Giovanni

Matters arising from the minutes

- The Board received information relating to The International Department recruitment trip, Waka Ama, Harrison Tews's emergency management audit and campus master planning.
- It was noted that the school is not pursuing the use of AI in report writing through Kamar as it is not fit for purpose. If other options arise they may be brought to the Board's attention in future.
- It was noted that the reporting of ethnicity data in the September meeting was incorrect. If a student identifies as Māori as 1st, 2nd, 3rd ethnicity, then that ethnicity is used in NZQA statistics. This means that ethnicity stats will not add to the same total as overall stats as it will count students twice, thrice, etc
- The Property Steering group has now taken place. The Ministry of Education has responded to the concerns raised.
- The Riley Centre is capable of being incorporated into the Master Plan and the school will continue to pursue this.
- Car parking will be addressed by turning the old tennis courts into a parking area.
- Neavin Broughton will be invited to the November Board meeting. As mana whenua Neavin will speak to how master planning works incorporating big picture ideas and mana whenua involvement. The location of the marae is one for discussion.
- It was noted that there may be sustainability concerns if steel and concrete are the majority construction materials.

Reports

Principal's report

- In Dominic's absence Shaun spoke to the Principal's report
- Formal thanks were extended to Bella and Nīkau for their work both on the Board and around the kura
- Roll predictions for 2024 will continue to be monitored.
- The school's staffing entitlement received from the Ministry 2024 is currently 100.62 FTE

Evžen MOVED: the Principal's report be accepted by the Board.

CARRIED
Richard

Te Whānau a Taraika report

- Richard spoke to the Te Whānau a Taraika report
- A wānanga for the whānau of new Māori students is planned for Term 1 2024
- The whānau of John Tapiata support broadening the scope for this award
- Further discussions regarding Whakanuia are still required
- The annual plan is to be shared with Te Whānau a Taraika so that whānau have a better understanding of the school's goals.

Giovanni MOVED: that Te Whānau a Taraika report be accepted by the Board.

CARRIED
Nick



Students' report

- The submission to Wellington City Council re: cycleways has taken place.
- The date change for the Junior Dance was noted.
- The Student Council have requested that the karakia is put on to the school's website
- A survey regarding timing and nature of reporting for students has been circulated to all parents and caregivers of senior students.

Richard MOVED: that students' report be accepted by the Board.

CARRIED
Evžen

Finance report

Nick MOVED: that the Finance report be accepted by the Board.

CARRIED
Evžen

Strategic Business

Property - lighting for the Turf

- Evžen spoke to the proposal received regarding provision of lighting for the turf noting:
 - Decision to be taken: funding from Board, going out to tender to seek separate funding, or decide not to proceed
 - It was noted that some groups e.g. Boys First XI could not train on the turf in 2023 as it had already been booked out to other groups
 - NZ Rugby and NZ Football expressed interest in renting the turf if it was lit as there is a regional shortage of space for training and competition
 - Hireage could be run through WCC (as happens at other schools)
 - Changing sheds would be required. The Council is interested in funding these in the area where the cricket nets are currently as this has both access and sewerage in place.
- The Board noted that the school's usage should always be prioritised.

ACTION: Usage statistics for the turf to be requested from the Director of Sports along with details of the school's ideal usage.

8.00pm: Wyatt requested that the Board extend its meeting for a further 30 minutes.

CARRIED
Evžen

Jorah MOVED that the Board supports the installation of lighting for the turf in principle subject to receiving information regarding funding, usage and revenue generation.

CARRIED
Nick

Functional business

Governance

Policy Review

ACTION: SLT to review policies and provide context to the Board for the November meeting. Board to provide feedback to the December meeting.

NZSTA Governance Workshop

- Based on responses to date this is likely to be 1.00-5.00pm on Saturday 4 November

Election of a staff representative



Wyatt MOVED that timeline 1 be adopted.

CARRIED
Nick

EOTC

The summary of EOTC approved since the 18 September meeting was received by the Board.

Correspondence received by the Chair and actions taken:

Date	From	Concerning	Action
Magazines, Newsletters, Promotional			
9.10.2023	Ministry of Education	Education Gazette, vol 102, no 13	

Letters and Addressed Mail			
01	28.09.2023	Alex Hamlyn	Response to Board re: masterplanning

Giovanni MOVED: that the correspondence be received by the Board.

CARRIED
Nick

The meeting moved to in-committee at: 8.17pm

The meeting moved out of in-committee at: 9.10pm

The meeting closed at: 9.10pm

For future agendas:

November / December 2023

February / March 2024

International Code of compliance and update from ISP

Re-visit staggered election proposal

