

**Minutes of Wellington High School / Te Kura Tuarua o Taraika ki Pukeahu**  
**Board Meeting**  
**Monday 16 May at 6.00pm in the Seminar room**

**Present:** Wyatt Page (chair), Dominic Killalea (Principal), Annette Atkins (minutes), Nicky Birch, Theo Melville, Solomon Daniel

**Apologies:** Belinda Rynhart, Jo MacDonald, Eve Ashby, Evžen Novak

The meeting opened with a karakia.

Gabrielle Wall was welcomed to the meeting.

Gabrielle (assisting the Board to develop the school's strategic plan) introduced herself and gave a brief outline of the recommended process to facilitate development of the school's new strategic plan.

The process, in summary, is as follows:

1. gather perspectives of staff,
2. then gather perspectives of families/whānau,
3. then consult again with staff
4. present strategic plan to Board

Board discussion:

1. The Board asked how raw is the data delivered to Board at step 4, from staff and public consultations? Gabrielle explained that the strategic plan could be fully formed by this stage. Board explained that it has visibility on matters that public/staff do not have and there is merit in including Board within formative/data gathering steps 1-3. Gabrielle explained that there is scope for Board involvement in development of the strategic plan. Discussed a Board strategic plan development meeting, prior to step 3, on 18 June, 9am-1pm, TBC.
2. Anticipated that Board will finalise strategic plan in term 3, TBC.
3. Board asked how its strategic plan process could incorporate Māori, consistent with Te Tiriti o Waitangi. Gabrielle explained that she would take advice of school's whānau Māori/community. Te Whānau a Taraika representative Nicky Birch proposed adding an agenda item to next Te Whānau hui, introduce Gabrielle to whānau, explain strategic plan process, and raise for discussion how whānau recommend incorporating Māori. Nicky suggested a dedicated strategic planning Te Whānau hui as a possibility. Gabrielle will visit Te Whānau hui Monday 23/5/22 to brief whānau.

Gabrielle left the meeting.

Bharat Pancha was welcomed as the new staff representative on the Board. Bharat introduced himself and briefly outlined his history with the school and promoted the chess club. Bharat has worked at the school since 1988.

**Minutes of the previous meeting**

*Annette MOVED: THAT the minutes of the meeting held on 11 April be accepted.*

CARRIED  
Theo

**Matters arising from the minutes**

There were no matters arising from the minutes.

## Principal's report

- Whether the Board is happy to be consistent with MoE (Ministry of Education) recommendations re: COVID measures in schools was discussed. The Board consensus supported being consistent with MOE recommendations. Board members commented that there is a high level of general acceptance of mask wearing in the community. The Board has reviewed a staff survey on future Covid response. The desire to resume, larger face to face events, eg assemblies, was also discussed.
- There will be no NCEA 1 for Year 11 from 2024. Staff will work on what Year 11 looks like, without NCEA 1. The reasons/issues of NCEA were discussed and Student representatives commented on the value of familiarity with NCEA before facing NCEA 2. It was explained that the focus for Year 11 may instead become 'preparation for NCEA 2'.
- Attendance rates for term 1 were down compared to the same period in 2021, though this is due to impact of Covid/Omicron.
- Discussion is ongoing with MOE re school rebuild/redevelopment.
- The Board asked for clarification on property matters in report (library ventilation).
- The Board asked Dominic to request a report from MOE re: school bus service delivery.

## Finance report

- CEC (Community Education Centre) fee income YTD (Year To Date) is healthier than expected but CEC cautions that this may reflect 'advance' planning/enrolment by CEC students.
- International Department YTD income is higher than anticipated; there is more interest from overseas. 2023 enrolments to date are 17 students.

## Māori Educational Success policy

- It was explained that Māori educational success is not a function of this policy alone – it is a function of all of the school's policies and actions, the wellbeing of the whānau, and Te Tiriti being lived/real at school.
- It was proposed that whānau be consulted about a Te Tiriti policy for the school. This will be discussed at a whānau hui and will be brought to the Board.
- Feedback on previous policy was obtained at term 1 Te Whānau hui. This was circulated to the Board prior to this meeting. Some whānau feedback included questions specifically for Board consideration e.g. the Board were specifically asked to consider how this policy connects to the school's values, as currently there is no explicit mention of the values in the policy. It was explained that while the values of Whānau, Excellence and Respect are implicit in the process of working with our whānau Māori on this policy, the values themselves are not explicit in the policy and asked the Board to consider the points whānau have raised.
- The school is working with a mana whenua representative on the school's rebuild project.
- It would be valuable to ensure the school's interactions with Māori (iwi, mana whenua) are shared with Te Whānau/widely with the Māori community.

## Te Whānau a Taraika

- The next hui will take place on Monday 23 May.
- Work is ongoing to build an email contact database with whānau to build the capacity of Te Whānau for its kaupapa.
- The hui agenda includes progress Māori Educational Success policy, Te Tiriti relationship policy, strategic plan and other kaupapa suggested by whānau.

## Student report

- The Board discussion around 'consent' education (eg Mates and Dates) reinforced that this is very important and needs to be more sustained, not discrete/short (eg one day course). It is essential to have good quality/trusted delivery (ie the person delivering course) of this type of programme.

- Student seating issue (outside class time) was raised as particularly urgent given the turf project, but also of concern in the long term, while waiting for the rebuild project. The Principal and student representatives will work together to explore solutions.

*The Board agreed to accept all reports discussed above.*

### **Policy Review**

- The board's process of reviewing policies was discussed.
  - Need to make sure policies reflect Te Tiriti relationship.
  - Need to make sure policies reflect what works for the school/kaimahi, practically, eg is a policy effective, is a policy useful/important.
  - Concern was expressed at moving away from generic policies, however, the school's policies should reflect the school's uniqueness.
  - Policies should acknowledge mana whenua.
  - Board members noted that the Behaviour Management policy did not seem to reflect the school's actual approach in behaviour management, namely restorative practice/philosophy. This was felt to need some attention in the review.

The term two policies will be reviewed by:

1. **Behaviour Management** – Wyatt, Bharat, Solomon, Annette and Te Whānau, student representatives
2. **Accident Reporting** – Nicky and Te Whānau, Bharat

The deadline for policy review is the end term 2.

### **Suspension meeting outline**

The Board suspension hearing process was discussed. It was suggested that a structured 'suspension hearing template/outline' would be valuable, given the infrequency of suspension hearings which means Board members have a lack of recent or prior suspension hearing experience. These factors make the process vulnerable. It was noted that there is some discretion for Boards in how they run hearings and that the school has previously had such a template. Parent representatives who had been involved in suspension hearings agreed regarding the need for such a template. A resource to use as a starting point will be distributed to the Board.

### **Faculty Reporting**

The Faculty reporting cycle was discussed. The value of the faculty reporting process is being discussed with HoFs and SLT. This year the faculty reports will be circulated to the Board, then Board members will provide feedback on one faculty each via a Google Doc. Faculty reports will be reviewed as follows:

1. PE - Bharat
2. Arts - Belinda or Jo (tbc)
3. English – Nicky
4. Languages – Evzen
5. Learning Services – Solomon
6. Maths – Wyatt
7. Science – Annette
8. Social Sciences – Belinda or Jo (tbc)
9. Technology – Theo and Eve

*The meeting closed at 8.05pm.*