

**Minutes of Wellington High School Board Meeting
Held 17 May 2021 at 5pm**

Present: Belinda Rynhart (Chair), Dominic Killalea (Principal), Annette Atkins, Evžen Novak, Catherine Hill, Solomon Daniel, Wyatt Page, Arunan Noble

Apologies: Jo MacDonald

Visitors: Stella Meikle, Heads of Faculty: Jania Bates, Stephen Beckett, Nicola Dow, Carly Elder, Sharon Henry, Peter Jessop, Caroline Lewis, Caitlin Reilly, Randal Wakefield. SLT: Megan Southwell, Karen Spencer, Shaun Tavernor

In attendance: Alison Jeffery (Board Secretary)

1. Strategic business:

None.

2. Functional business:

i. Minutes of last meeting

Minutes of the 12 April meeting will be approved at the June meeting.

ii. Matters arising from the minutes

Faculty Board reports 2020

- Belinda welcomed the Heads of Faculty and Deputy Principals to the meeting. All members of the meeting introduced themselves.
- Dominic explained the protocol for the meeting. Heads of Faculty were to speak to their report and provide a brief summary before receiving questions from a nominated Board member.
- Report presentation order:

Report	Board member
Arts	Solomon
English	Annette
Languages	Evžen
Learning Services	Annette
Mathematics	Belinda
HPE	Dom
Social Sciences	Catherine
Science	Arunan
Technology	Wyatt

- Following the Heads of Faculty presentations, the Board acknowledged the significant amount of work that each report represented. Reports were interesting and informative.



Board members noted the value of hearing similar themes presented, plus the emphasis on problem solving and solution from each faculty.

- In future years, the Board suggested that:
 - Heads of Faculty include a focus on what the Board could do to support their faculty.
 - Reports include an explanation of jargon used
 - That the timeline enables Board members to send questions to the author of the report that they will be asking questions about in advance of the meeting
- It was suggested that HoFs were requested to present data in the same way. The reports are already written against the same template and it was decided that too much standardisation could limit the Heads of Faculty's ability to report on their departments intricacies.

Principal's report

- Dominic spoke to his report, adding the following:
- Megan presented the Māori graduate profile to staff in today's staff meeting.
- The new Rātā classrooms have officially opened. There are a few teething issues with power to projectors, keys and missing glass but these should be resolved quickly.
- The project experienced problems with regards to communication: although quick to agree action plans, follow through was slow and non responsive.

Catherine *MOVED: THAT the Principal's report be accepted.*

CARRIED

Solomon

Student's report

- The student report acknowledged the Shakespeare Society's 30th anniversary production as a significant achievement. Friday's performance included the producer of the original production, plus earlier cast members, producers etc.

Annette *MOVED: THAT the Students' report be accepted.*

CARRIED

Wyatt

Finance report

- The written summary provided was much appreciated by the Board.
- Even with the changes noted in the summary, the school's finances are in a good position.
- The increases in cleaning costs are due to the request that the school has made for living wage and the additional spaces (e.g. Rātā block), needing cleaning. The proposals received from OCS and Spotless both include having a cleaner on during the day and an overall increase in cleaning hours needed.
- The revised budget was received by the Board.

Evžen *MOVED: THAT the Finance report be accepted.*

CARRIED

Wyatt

AOB

- Solomon spoke briefly about the NZSTA conference which he had attended on behalf of the Board. He advocated that several board members should attend in 2022, speaking to the dynamism of two members attending and the experiences of boards from other schools.
- Catherine will be attending a student achievement NZSTA event on Thursday 20 May.
- Evžen has been waitlisted for the NZSTA Te Tiriti workshop.

The meeting moved to in- committee at 8.19pm.

