

**Minutes of Wellington High School Board of Trustees Meeting
Held Monday 12 February at 6.00pm**

Present: Deanne Daysh (Chairperson), Dominic Killalea (Principal), Kasey McDonnell, Chris Roberts, Crane Amaru, Annette Atkins, Ariana Tikao, Charlene Aramoana & Maya Neupane

Apologies: Arie Faber

In attendance: Paula Willis (Board Secretary) Murray Chisholm (CMM) & Belina Rynhart

1. Deanne: Welcome to Belinda Rynhart who has been invited to observe the meeting. Introduction of Board members name and roles. Belinda introduced herself, being a parent of two students at Wellington High School and an interest in being a part of the school in the future such as the board.
In-committee to be at the end of the meeting due to visitor.

2. International Young Naturalists Tournament in Georgia.

Murray Chisholm, WHS Science Teacher spoke to the board:

- Last year WHS Young physicians' team won Gold. This year a team of students to defend the title but this time in the International Young Naturalists Tournament in Georgia.
- Proposal read by board members.
- Some funding available on a promise that we hold an international tournament.
- Age limit for the team – students must be born before 2002.
- Cost – last year was \$1000.00 per student this year would be roughly \$3000,00 – with the cost of 2 teachers air flights.
- Deanne: Fundraising/funds must be an option as it would be unfair to children who can't afford it to miss out. KLD & CMM to look at funding options
- CMM to audition students and advise KLD/board if there is a candidate who can't afford. Possible old trip funds left over.
- Push in the media if possible.

MOVED: *THAT the trip goes ahead.*

CARRIED

3. **News:** Update by KLD to Board members that an ex student of WHS was found dead in Aro Valley over the weekend. A well-known student to the school, staff and students have been advised and offered counselling services if needed. Will advise Staff and BoT of any updates.

4. Strategic Business

ERO Review

- Documentation was couriered to ERO on due date.
- Discussed ERO visit & timetable. BoT members to note times and dates in calendars.
- Apologies from Ariana, will not be able to attend 26 February meeting with ERO.
- KLD to confirm length and time of meeting for BoT members.
- Hand out given – 3 readings that were used with HoFs to create faculty plans
- Bot members encouraged to research and prepare with a focus on Wellbeing and Bullying.

5. Policy Review

- Dominic advised of a new programme to store school policies called School Docs, a repository where you can save a pool of resources. All policies submitted are reviewed and approved and automatically uploaded to the school web site. Cost \$2500.00 a year plus \$495.00 international student set up. Deanne has investigated and agrees good system. Other schools already use.
- Hard copy of policies being reviewed attached in board papers with the latest policy review schedule. These must be signed of this week. Any feedback or suggestions to be emailed ASAP.

MOVED: *THAT we join the programme.*

CARRIED

Update of School Charter

- This Charter will not exist next year.
- NELPS will be introduced.
- Are we happy with the charter the way it is?
- Was reviewed last year.
- Current copy will be submitted to the Ministry.
- BoT members to take home and read.
- BoT members to respond by the end of the week agree/disagree.

6. Harrison Tew

- External firm for consultation regarding co-ordination and process around emergency situations.
- Will discuss next meeting.

7. Annual plan & Strategic Plan

Faculty Plans

- Included in Board papers.
- Draft faculty plans attached for BoT members interest to see what is going on.
- Faculties have found very useful.
- Was created in PD using Reading material spoken about above.
- Completion due before ERO review.
- These faculty plans should spark enquiries and PD plans and align with Annual/Strategic plans.
- Paula to email Pastoral plan to BoT members.

8. HoF meet the Board

- KLD - 10 April discussed with HoFs and put forward to Board.
- Board members prefer to hold on BoT meeting evening 9 April, 5.30pm start.
- Board ask if HoFs can be advised a maximum of 15 minutes for each, 5 minutes presentation and 10 minutes speaking.
- HoF reports due 29 March
- BoT members chose a faculty each.
 - Arts – Crane
 - English – Maya & Arie
 - Languages – Ariana
 - Mathematics – Annette
 - Science – Chris
 - Social Studies – Kasey
 - PE – Charlene
 - Technology – Deanne
 - Learning Services – Deanne
- **7 April** – Feedback for Annual/Strategic Plan = **CANCELLED**

9. Functional business

Minutes of last meeting

Changes:

- Spelling of Ariana's name 2 x on page 3.
- Draft letter to MOE re: special gender field (no mention). Maya and Ariana are composing a draft letter to the Ministry requesting a new field for gender be created for students to identify with.
- #9 in italics.

MOVED: THAT the minutes of the meeting held on 29 January 2018 be accepted with changes.

CARRIED

Matters Arising from Minutes

No matters arising from minutes

Correspondence

MOVED: THAT the correspondence be received.

CARRIED

Matters Arising from Correspondence

None.

10. Chair's Report

Prepare for ERO meeting. Nothing further to add for Chair persons report.

11. Principal's Report

Dominic spoke to his report:

- Achievement in NCEA & UE - Hand out in Board papers
- Discussed stats, graphs and role based statistics.
- 1268 – Healthy school numbers
- Female vs Male population big difference in numbers. Discussed data and future projections.
- PLD – explained Focus group with Mary Wootton.

12. Property

- Gym roof flashing needs to be repaired due to strong winds. Waiting for works to be carried out by outside contractor on Monday 19 February.

MOVED: THAT the Principal's report is received.

CARRIED

13. Staff Report

- Year 9 Noho this week, over 2 nights. Students excited.
- Waka Odyssey – 23 February (Same day as Athletics) to create a 1000 strong Haka. Student reps to spread the word.
- Charlene & Year 10 student Riley will be on one of the Waka.
- Staff and Student Dragon boating start tomorrow 13 February. Good luck to all from BoT members.

14. Te Whanau a Taraika

- First Hui Monday 19 February at 6pm
- No agenda as yet – planning meeting to continue after BoT meeting tonight to discuss a plan of action and what to focus on this year. Aim to keep parents interested with relevant interesting content to keep parents coming back to meetings in strong numbers – e.g. How to help your NCEA student.
- Create forum where parents can ask what information and discussion/content they want.
- Presentations to give parent something meaningful.

15. Student's Report

- Have created an account on instagram called mayaandarie2k18
- Introducing some new clubs such as Feminist club, Christian club & Spoken word.
- Will be posting introduction posts for new students to help them settle in
- Have spoken to WERO students and they are keen to help with projects.
- Posting daily notices on instagram
- Talking to Wendy about sports and Mental Health
- Political promoting
- Already receiving mail from junior students
- Researching an energy efficient programme to do with lighting EECA Business Assessment tool.
- Requesting more vegan options at the school café
- Would like to do some projects around the school e.g. making bins look better to encourage people to use them.

Property – In principal's report

AOB

- Crane – What is happening with the 'old boys/alumni' page on website, has it progressed? KLD to follow up and report back.
- Chris – Sports Day Festival, why the decision to allow seniors to stay home? KLD- Looking at a different model, if it is a disaster will return competitors only. Newlands sporting exchange will continue this year. House group discussed – was to get students excited?

Deanne - Thank you Belinda, we would like to invite you back to our next meeting.
Belinda enjoyed and will return to next meeting.

Move to In-committee 8pm

Meeting closed 8.25pm