

**Minutes of Wellington High School Board of Trustees Meeting  
Held 15 February 2016 at 6.12pm**

**Present:** Ganesh Nana (Chairperson) Deanne Daysh (Deputy Chairperson),  
Nigel Hanton (Principal), Gerry Glynn, Mrinali Kumar, Devin Pike,  
Charlene Aramoana, Crane Amaru, Ariel Metekingi

**Apologies:** Nil

**In attendance:** Trish Tuthill (Board Secretary), Sharon Henry

**1. Strategic business**

**Visitors**

**Japan Trip 2017**

Sharon Henry spoke to documents distributed. General discussion noted below:

- Budget is conservative. Would rather refund than ask for more money from families.
- Students will be able to do achievement standards for interactions at any time during the trip.
- They will visit two small schools and be involved in a large range of activities.

*MOVED: That the Japan Trip 2017 is approved in principle.  
CARRIED*

**Samoa Trip Update**

Trish spoke to a document from Brook Rapson regarding the Samoa trip and the potential implications of the Zika virus. At this stage no travel advisory exists so the trip will go ahead.

**Trustee Elections**

**Member Composition**

STA advice that the Board's current composition is fine as we are within six months of a triennial election.

*MOVED: that Martin Henry's resignation from the WHS Board of Trustees be accepted and that this position will be filled during the triennial election. The Board would like to thank Martin for his contribution and commitment to Wellington High School and wishes him the best for his move to Brussels.*

*CARRIED*

Confirmation of election dates.

Discussion around the proactive approach needed to ensure that good nominee numbers.

Communication to school community:

- Late march flyer to go out. Trish to get designed and distributed.
- Deanne to do text
- Students to write a blurb
- Photo to be taken of current Board members

*MOVED: That John Wilkinson be formally appointed as returning officer for the 2016 Triennial elections.*

### **Policy Review Delegation**

Finance & Property policy scheduled for review.

Ganesh, Deanne and Gerry will be sub-committee for this review.

## **Functional Business**

### **2. Minutes of the Board of Trustees Meeting held on**

MOVED: *that the Minutes of the meeting held on 16 November 2015 be accepted.*

Daysh/Hanton  
CARRIED

MOVED: *that the Minutes of the meeting held on 7 December 2015 be accepted.*

Hanton/Glynn  
CARRIED

#### **- Matters arising**

- Dates for meetings in 2016
  - April meeting to be 11/4/16 not 18/4/16
  - Remove the 18/7/16 meeting from calendar
- Trees Update

One tree is still standing after an agreement with the neighbour that she would provide an independent report regarding felling it. Neighbour has also asked for all emails regarding this under Official Information Act.  
Fallen trees have been used as buttresses to stabilise the bank.

### **3. In-committee**

*At 6.47pm the meeting moved into committee to protect the identity of an individual or individuals.*

*The meeting resumed at 6.50pm*

### **4. Finance Report**

- Annual accounts for 2015 in process of being finalised and audited. There is an on paper surplus of \$200k. Despite this it is still imperative that we are careful with spending.
- Roll increase has changed budget indicating between \$80-90k.
- Revisit this budget after the 1 March roll return to confirm student numbers
- Additional spend accordingly
- Recommendation to continue with approved budget.
- Fire alarm system is beginning to fail. Board directs Management to prioritise this as urgent
- Security camera upgrade has a project scope quote of \$4k. This will be used by Ministry of Education for tendering process.

MOVED: That December 2015 and January 2016 accounts be received.

CARRIED

## 5. Correspondence

MOVED: That the correspondence be received.

CARRIED

Discussion around letter received from student Joshua Stewart regarding the tennis courts.

- Funding discussion
- Who would carry out the grant applications?
- Health & Safety requirements. Property to mitigate risks identified.
- Ask Josh to hold community meeting and report back

## 6. Chairs Report

Nothing further

## 7. Principal's Report

Spoke to report particularly:

- 1200 students has made quite a difference
  - Challenges include still trying to staff some mathematics classes
  - Chemistry teacher has been appointed from Singapore
  - Classroom space means that new furniture has needed to be ordered
  - Dominic has been manipulating class sizes
  - Issues with bus service as it is inadequate for the number of students using it.
- Results
  - Maori students in Year 11 have top results
  - Scholarship results good
  - Challenge around the few sitting just off achieving their qualification
- Year 12 Dean appointment has been through the internal appointment process. Ben Britton has been appointed.

## 8. Property Report

- Hall upgrade has started with ambient lighting finished and the toilets completed
- Tech roof has used contingency
- Water tightness issues still being worked through
- New carpet is due to be laid in the entry
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## 9. Staff Report

- Charlene made first report as Staff Representative.
- Start of year busy but gone well
- Powhiri was enjoyed by all

## 10. Te Whānau a Taraika

- Going to reduce hui to one per term
- No noho for kappa haka this year as there are no competition
- Meeting for whanau needs to be held soon including the NCEA information.

## 11. Student Report

- Need more water fountains as there aren't enough which is particularly noticeable with the hot weather
- Will make appointment with Principal to address other student requests.
- Student council will kick off soon

## 12. AOB

Nil

*Meeting Closed at 7.59pm*

## Board Meetings 2015

Date	Reminders
21 March 2016	
11 April 2016	
16 May 2016	
20 June 2016	
15 August 2016	
19 September 2016	
17 October 2016	
21 November 2016	
19 December 2016	