

**Minutes of Wellington High School Board Meeting
Held 21 June 2021 at 6pm**

Present:	Belinda Rynhart (Chair), Dominic Killalea (Principal), Annette Atkins, Catherine Hill, Wyatt Page, Arunan Noble
Apologies:	Evžen Novak, Solomon Daniel
Prior leave:	Jo MacDonald
Visitors:	Stella Meikle
In attendance:	Alison Jeffery (Board Secretary)

The meeting opened with a karakia.

1. Strategic business:

- The Curriculum and Participation report will be a focus for strategic business at the 9 August meeting.

2. Functional business:

i. Minutes of last meetings:

Annette MOVED: THAT the minutes of the meeting held on 15 March be accepted.

CARRIED
Catherine

Annette MOVED: THAT the minutes of the meeting held on 17 May be accepted.

CARRIED
Catherine

ii. Matters arising from the minutes

- Note the recommended actions for faculty reporting in 2022:
 - Heads of Faculty to include a focus on what the Board could do to support their faculty.
 - Reports to 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
 - Data to be presented 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.

iii. Policy review Term 2

- No changes were suggested for the Visitors policy or the Reporting to Parents policy.
- With regards to the policy for Protected disclosure, the Board recommended that the policy should include suggestions regarding who can be approached for disclosure if it is not appropriate that that person is the Principal. The Board requests that SchoolDocs provide guidance in this area.



iv. Principal's report

Staffing

- Dominic spoke to his report, noting that Andrew Carey will start this week teaching Y13 Economics.
- Unusually there are two staff teaching across schools this year. Dominic has been in touch with the Principals of both schools; the schools will be working cooperatively to ensure that this works.
- Nadia van Biljon recently joined Learning Services as a part-time teacher (0.8 full time) providing strength for that team.

Principal's appraisal

- Dominic will meet with Belinda for his appraisal this year.
- In future it is anticipated that schools work cooperatively on Principal's appraisal with the Board receiving reports from other schools.
- This year Dominic will circulate the Teaching Practices survey to staff. He will add his information and then will meet with Belinda

Property

- M210 and M310 are nearly complete. The project has not been without problems, including single glazing instead of double and issues with locks.
- The Riley Centre mezzanine and fire escape will be the focus of a future project. This has been sent out to tender before but no bids were received.
- The current roofing project is progressing well but there are leaks in windows on the stairwells. This will form the basis of a forthcoming project.
- The MoE is trying to get additional funding to cover property project costs such as these.

ERO

- Dominic anticipates a meeting between the Board and ERO sometime next term.

Other

- Additional gender neutral bathroom in Tech Block has now been completed.
- Dominic is contemplating applying for a sabbatical in 2022. Further details to follow by email.
- A particular highlight noted in the Principal's report was the increase in sporting teams and football.
- The Board would like to thank Megan Southwell for the Open Evening organisation and the events that she has coordinated for the school's marketing.
- The question of community consultation was raised. This takes different forms e.g. Health curriculum is every 2 years. With regards to the strategic plan the next consultation phase will be in 2022. This will be an additional focus of the next meeting's strategic business.

v. Students' report

- Arunan spoke to the students' report.
- In relation to Year 11 stress, the idea that the school might move away from NCEA Level 1 in 2023 was raised as an area for future consideration. This would be an area for community consultation. Epsom Girls Grammar has already made this move: Year 11 have to complete a standard in each subject and so are introduced to NCEA assessment, credits etc but without the need to complete Level 1. It has benefited students with SAC. Previously at WHS parents were against this so the information provided to the community and the consultation process would be critical to moving in this direction. Regardless of the decisions made, 2023 will be a year of change in the curriculum delivered with work taking place in 2022 to facilitate this. The Committee for de-stressing Year 11 could also speak to the students about this.
- The Committee for improving Sex Ed was discussed. While Mates & Dates is regarded as a good foundation programme, students are requesting more in this area.
- The Student Council's ambition to establish a multi-school council was supported by Board.



- The lunchtime Inter-Herengatahi sports are being well supported.

vi. Property (included in Principal's report)

vii. Finance

- Board funded teachers - these are staff who are funded above the allocation from the Ministry e.g. through revenue from International students. WHS generally budgets for 3 staff in this way each year but this was modified for 2021.
- The budget surplus can be diverted for extra resources when needed e.g. staff appointments, projects may need additional investment beyond that originally forecast.
- Staff wellbeing and financial support. The Board supports the fact that counselling is available to staff and students. The Board is also aware that Heads of Faculty support staff to take leave if they are experiencing stress or are feeling burnt-out.
- The Board thanked John Wilkinson for his work as Business Manager over the past 18 years and for his contribution to the school over this time.

viii. Health & Safety

- Megan Southwell will report to the August Board meeting detailing the top 10 risks and the mitigation measures in place to prevent them.
- The Board also requests detail of the protocols with injuries in science labs for dealing with injuries? E.g. shower on Level 3 installed in 2019 so that students were close to this facility if it was needed.

ix. Kāhui Ako report

- Catherine spoke to the Kāhui Ako report highlighting the communities of practice around culturally responsive pedagogy.
- Ben Roth Shank (WHS staff) has been running lunchtime meetings and whole school staff PD on Unteach Racism. He has also presented on this topic to the Kāhui Ako. This demonstrates a significant impact beyond the realm of the Kāhui Ako.

x. Other business

- Jo Macdonald's prior leave request was accepted by the Board.
- It was noted that there is still no Te Whānau representative on the Board. Annette will email Megan to follow up.
- Wyatt reported on safe listening and Massey University's recent outreach at Fieldays which enabled individuals to assess whether their media player volume levels were set at a safe level. It is recognised that device use has caused hearing damage: many mid 40 year olds have hearing of 65+ year olds. Other health and wellbeing issues are related e.g. stress, noise sensitivity due to different causes. It was considered that this could be beneficial and useful for schools. Stella suggested peer support as a means of involving students at WHS. There is also a local group: Dangerous Decibels. Dominic is interested in progressing this area in the school but would want to understand how this could work. Wyatt to follow up.

xi. Correspondence received by the Chair and actions taken:

- Audit-arrangements: no action required.

The meeting moved to in-committee at 7.21pm.

