

**Minutes of Wellington High School Board of Trustees Meeting
Held 16 May 2016 at 6.17pm**

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

Apologies: Charlene Aramoana

In attendance: Trish Tuthill (Board Secretary)

**1. Strategic business
Trustee Elections**

- Update at this stage is only one nomination, with two more received at the meeting.
- There are two more pending from community members who have indicated their intention to stand.
- Was suggested (given the next scheduled meeting will be of the new Board) that all current Board members be encouraged to attend the next meeting to assist in transition.

NZSTA Conference

- Wellington is the venue for the conference
- Two places to be registered for
- Very good topics.
- Student trustees encouraged to attend

2. In-committee

At 6.25pm the meeting moved into committee to protect the identity of an individual or individuals.

The meeting resumed at 6.34pm

*MOVED: that the in-committee minutes of the meeting
held on 11 April 2016 be accepted
Glynn/Amaru
CARRIED*

3. Minutes of the Board of Trustees Meeting

*MOVED: that the minutes of the meeting held on 11 April
2016 be accepted
Hanton/Daysh
CARRIED*

4. Finance Report

MOVED: *That March & April 2016 accounts be received.*

CARRIED

- Annual accounts for 2015 finalised and audited.
- Glitch in software and format caused lots of work for John Wilkinson.
- The year is looking healthy and finances under control.
- Resourcing will see a midyear revisit of budget
- Flagging that new accounting software is being looked at to replace the currently used Basis package.
- RISQ overview of security cameras.
 - Property advisors to look at plan and prioritise the upgrade.
 - Age of technology is a factor
 - Wider link up with Massey University possible?

5. Correspondence

MOVED: *That the correspondence be received.*

CARRIED

Matters arising

Official Information Act Request:

- Ganesh apologised for his oversight in not responding to an OIA request until prompted by contact from the Ombudsmen.
- Do we need a legal opinion?
- Ganesh will write to the Ombudsmen with an explanation as soon as possible.
- Incoming Board may wish to consider whether procedures on OIA correspondence need to be reviewed.

6. Chairs Report

7. Principal's Report

Discussed:

- Visits for prospective 2017 students beginning – range of contributing schools, particularly EBIS, need to be tackled independently
- LOOP and the Massey collaboration
- Cleaning contract
 - Have improved the service
 - On month to month contract

MOVE: *That the Principal's report be received.*

CARRIED

8. Property Report

Discussion around the clean-up of pigeon mess, and whether better finances now put us in a position to address this matter. Noted that it is a case of priorities and there are a lot of other health & safety issues that could be tackled before the pigeon mess.

Carpeting trip hazard.
 Health & Safety needs student feedback.
 Outside stairs rail progressing.
 Need more information about safety issues in order to prioritise – incoming Board should consider priorities once information gathered.

9. Staff Report

No report

10. Te Whānāu a Taraika

NCEA hui pending

- In-house or MoE based
- Andrew will be more flexible time wise
- NZQA needs to be booked ahead
- Get back to Nigel as soon as a decision is made.

11. Student Report

Approached by a student regarding the outdoor basketball hoops being fixed. The noise affects Base students.

Milly will speak at the next assembly regarding taking care of school facilities particularly bathrooms.

12. AOB

Archivist has removed two skip bins full of rubbish. We have extended the flooring in the archive space. Keeping only one of obsolete technology (eg overhead projectors etc).

Deanne: thank you to all Board members for their contribution over the last three years.

Meeting Closed at 7.32pm

Board Meetings 2016

Date	Reminders
20 June 2016	
15 August 2016	
19 September 2016	
17 October 2016	
21 November 2016	
19 December 2016	