

**Minutes of Wellington High School Board of Trustees Meeting
Held 19 June 2017 at 6.03pm**

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

Apologies: Nil

In attendance: Trish Tuthill (Board Secretary), Bharat Pancha

1. Visitors

Bharat Pancha – Nepal 2018

- Josh Stewart spoke about his experience in Nepal.
- Bharat gave us an update on the orphanage.
- Will be a Meow fundraiser again this year
- Board asked some questions around doing hands-on projects. Time is an issue
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MOVE *THAT the Board gives approval, in principle, for the 2018 Nepal trip to go ahead.*

CARRIED

Bharat left the meeting at 6.08pm

2. Strategic Business

Policy Review

Discussion around the tracked changes to each of the policies and procedures listed below.

- Access to Students Procedure
- Administering Medication to Students Procedure
- Healthy Eating Policy
- Death and Crisis Procedure
- Drug and Alcohol Procedure
- Environmental Procedure
- Privacy
- Reporting Child Abuse and Neglect Procedure
- Sexual Harassment Prevention Procedure
- Student Safe Environment Procedure
- Internet Users Procedures and Guidelines
- Sports Procedure

MOVE *THAT the Board accepts and ratifies the above policies and procedures with the changes noted in meeting documents.*

CARRIED

- Health and Safety Policy
 1. Merge the two documents
 2. Check up on the Healthy Eating Policy requirement.

- Learning Services Procedures
 - To go to Learning Services Head of Faculty to read and comment on.
- Reporting to Parents Procedure
 - Needs further examination as the reporting procedures have changed considerably

2. Functional business

Minutes of last meeting

MOVED: *THAT the minutes of the meeting held on 13 February be accepted*

CARRIED

Matters Arising from Minutes

Nil

Correspondence

MOVED: *THAT the correspondence be received.*

CARRIED

Matters Arising from Correspondence

Remit for the NZSTA conference discussed and signed.

3. In-committee

At 6.17pm the meeting moved into committee to protect the identity of an individual or individuals.

The meeting resumed at 6.22pm

4. Chairs Report

Formally welcome Dominic to the role of Principal.

5. Principal's Report

Dominic spoke to his report:

- Open evening was a success despite the late fire alarm
- June roll return has seen no operations grant change
- Some negative press coming from another school.
- Petition for another co-ed school
- Old brass windows being removed from the hall.
- Spalling is serious in the hall and the hall will require major remediation in the next 5YA
- CCTV install is ready to go
- Sport update. It would be nice to have more staff involved in sports.
- ERO is coming into the school to find out about Sexuality in Education Best Practice. Board chair to meet with them at 3.30pm.

MOVED: *THAT the Principal's report is received.*

CARRIED

6. Staff Report

Nothing to report.

7. Property

8. Te Whānau a Taraika

- Recent hui saw lower numbers attending
- Can we follow up with the Term 1 attendees?
- Paul Ransfield spoke again about his digital initiative
- A book of tikanga is to be created for those using Taraika
 - Copy to board members when available
- Whānau group would like to invite Nigel Hanton to Whakanuia
- Information evenings. Will approach Andrew Savage again.

9. Student's Report

- Invitations to be sent to Neitana Lobb for Whakanuia
- WERO/Student Hauora day on 12/9
- Property issues to be brought to Dominic

10. Finance

- Mid-year budget shows more money than expected from International and Community Education. Lower income from the venue hire due to the building work impacting on the desirability of the venues.
- Increased expenditure for staff relief
- Audit has been completed.
- 5YA is still being worked on
- 1 July is the first 5YA
 - Hall will make up a lot of that
- Missing master key is still with the insurance company
 - Are we still covered by insurance company?
- Cleaners still not performing. Looking at termination of contract and tendering for a new company.

11. AOB

Strategic Plan

Revision of the strategic plan booked for Saturday 16 September. 9am – lunchtime. Will be moved if clashes with ERO visit.

Meeting closed 7.59pm