Minutes of Wellington High School Board of Trustees Meeting Held 27 July 2016 at 6.02 pm

Present: Ganesh Nana, Nigel Hanton (Principal), Mrinali Kumar, Devin Pike,

Crane Amaru, Charlene Aramoana, Kasey McDonnell, Chris

Roberts

Apologies: Ariana Tikao, Deanne Daysh

In attendance: Trish Tuthill (Board Secretary)

1. Strategic business

Governance Document and Policy Review Schedule

The front part of the Governance Manual needs to be edited due to errors of fact currently.

Sub-committee (Ganesh, Deanne and Crane) to look at the manual once Nigel has corrected errors. They will report back at the next meeting.

The schedule of policy review will continue or change in response to the Governance Document.

Purpose of the Term 4 Environmental Review is to address anything that has been contentious and where aspects have changed. This is important due to the ERO review pending in 2017.

<u>Discussion of Sub-Committee Structure</u>

Finance committee is a priority

- Finance committee goes through the detail (usually meeting immediately before Board meeting) and then reports summary picture to the full Board
- Ganesh/Chris and Crane appointed as Finance committee

Property committee has been part of the finance committee

- Do we need a separate committee or keep with finance
- Nearing the end of the 5 year cycle in the 10 year property plan so are currently following a process that does not need further input
- Keep property within ambit of Finance committee for now, but reconsider separate property committee when new cycle begins.

Disciplinary sub-committee

- 3 board members for each hearing and is on an ad-hoc basis
- Training for new board members
- For the next few disciplinary hearings, a new member will attend to observe proceedings

Succession Planning

- In the interests of professional development and succession planning for WHS, Nigel feels it is important that the Deputy Principal's attend the Board meetings regularly.
- They will take turns, term about, in attendance

NZSTA Conference report

Crane reported back to Board about the NZSTA conference.

- Very valuable and recommends to other Board members
- High Maori attendance
- Hand out regarding teaching of Maori history in NZ
 - Nigel will follow up with Andrew Savage and Michael Harcourt.
 - Will report back next meeting.

2. Functional Business

MOVED: that the minutes of the meeting held on 16 May 2016 be accepted CARRIED

MOVED: that the minutes of the meeting held on 20 June 2016 be accepted

McDonnell/Amaru

CARRIED

Matters Arising from Minutes

From 16 May 2016 and 20 June 2016 meetings

- Identification of "action list" during meeting
- Archives update
 - Paper archive is already complete currently being put into spreadsheet
 - Looking at working on a significant alumni foundation

3. In-committee

At 6.40pm the meeting moved into committee to protect the identity of an individual or individuals.

The meeting resumed at 7.15pm

4. Correspondence

Matters Arising from Correspondence

Discussion around the Audit Report to the Board: Year Ended December 2015

- Sensitive expenditure query
- Food and fashion note

MOVED: that the correspondence be received.

CARRIED

5. Principal's Report

Vacancy in property staffing update:

- 32 hours a week currently vacant. The workshop technician is able to pick up some of these hours which will make a smooth transition
- Personal vehicle was being used and so property may require an additional vehicle

Prendos/Property update:

- Tender process is underway

Roll growth:

- Use of the zone and ballot process will become more important in the next few years
- Accommodating the extra students will be a challenge preliminary discussions with Ministry re requirements.

MOVED: That the Principal's report be received (Nigel/Amaru) CARRIED

6. Staff Report

- Michaela Manley (science/music/year 10 rōpū teacher) is a finalist in the Aotearoa Category of WoW with a dress made of inner tubes that have been recycled
- Blank Canvas, WHS annual art show, this week
- Junior Girls underwater hockey have been invited to compete at the National competition in September. Ten other teams will be competing
- Senior Girls, underwater hockey, have qualified through Central Zone Tournament
- Gabe Laing-Aiken plays for the U18NZ underwater hockey team who won gold at the Trans-Tasman tournament
- Students James Matheson, Lucas Early, Josh Campbell and Oliver Sundin have been selected to represent NZ in the U19 men's national floorball team at the Asia Oceania world cup qualifier happening in Japan in September.
- Wonderful achievement for them all!
- Small Bore Rifle Shooting & Archery. Our team doing well, currently sitting 8th nationally. Conner Campbell is 22nd out of 146 shooters. James Merrall is 3rd in the U20 Archery Indoor Target Shooting
- Year 11 student Kaya van de Wiel has come 3rd this year at the Taekwon
 Do National championships held over the school holidays in Tauranga.
- On 19 September Siobhan Peacock and Zeni Gibson Wearable Art Costumes will be displayed in the Te Papa Store

7. Te Whanau a Taraika

- Heke installation has been delayed
- Representation on the Board
 - Invite to next meeting for Annette and Ariel to discuss whether co-option from Taraika whanau is required

8. Students Report

Ongoing issues with toilets

9. AOB

- Security Camera upgrade. Still getting full job scoped.
- As Ganesh is only on the Board until the end of the year, need to consider co-option for financial capability.
- Co-option of four Board members is allowed

Meeting Dates

Meeting Dates	
Date	Actions Pending for Next Meeting
22 August 2016	Nigel:
	 Errors of fact in Governance document
	 Take Maori History information to HTM and SEA for response. Report back Ask DPs to attend meetings on cycle Correspondence discussed incommittee
	Deanne/Crane/Ganesh: • Revise and report back on changes to Governance Manual
	Ganesh:
	Send email motion to Trish from last few weeks
	Crane/Ganesh
	 Invite Annette and Ariel to next meeting
19 September 2016	
17 October 2016	
21 November 2016	

Meeting Closed at 7.50pm