Minutes of a meeting held on **Monday 13 October 2025** in the WHS Library at 6.00pm

Present: Antonia Reid (Presiding Member), Dominic Killalea (Principal), Yaya Alley, Isobel Butler, David Cooling, Lucy Kebbell, Sue Kemp, Julie Reddish, Lars Stannard, Marama Steele

Apologies: Nicky Birch

Visitors: Molly Hereaka Bowden, Sophie Hereaka Bowden Arana Inns-Hall, Ella Pritchard Yeo, Fiona Nichols, Evžen Novak, Wyatt Page, Giovanni Tiso, Gabrielle Wall (online from 7.15pm)

The meeting opened with the karakia.

Antonia MOVED to grant speaking rights to the visitors.

CARRIED
David

Acknowledgement of outgoing Board

- Giovanni acknowledged the outgoing board, recognising student contribution, Evžen's and Wyatt's 6 years service, and expressing appreciation for the contribution made by all members of previous Board. The positive impact and benefits of student representation were echoed by Evžen and Wyatt.
- Dominic thanked each of the outgoing Board members who attended including the former student reps.
- Aidan spoke on behalf of the student representatives thanking Dominic and Alison for their support.
- On behalf of the incoming Board, Antonia acknowledged the positive endorsement of the previous Board, noting that the new Board will continue to build on the foundations laid by the outgoing Board.

David MOVED that the outgoing Board members be thanked for their service to the school.

CARRIED
Antonia

Aidan, Fern, Geronimo and Fiona left the meeting at 6.25pm.

Minutes of last meeting

David MOVED that the minutes of the meeting held on 15 September be approved as a true and accurate record.

CARRIED
Marama

Julie MOVED that the minutes of the meeting held on 18 September be approved as a true and accurate record.

CARRIED
Sue

Lucy MOVED that Yaya Alley be co-opted on to the Board as Kaupapa Māori representative.

CARRIED
David

Welcome and induction

- Dominic spoke to the Board's induction manual and annual plan.
- Composition of the EOTC committee was discussed. If conflicts of interest occurred these should be noted and discussed.
- Wyatt spoke to the role of the Finance committee, summarising financial reporting for the Board. Whether this is still required now that Sue Kemp (Business Manager) is on the Board is to be determined. It may be that, similar to the previous property delegation to Evžen, some decisions are delegated to a Finance subcommittee for efficiency. This may also be considered for substantial future building projects.

ACTION: The Board to set up a skills matrix that could be useful for subcommittees / future work.

ACTION: Alison to add a 'how to manage COIs' field to the conflict of interest register to assist in this area.

Julie MOVED that the EOTC committee (David Cooling, Julie Reddish and Yaya Alley, with Lucy Kebbell in reserve) be established.

CARRIED
Marama

- Dominic spoke to the Board's role in policy review and outlined the organisational structure of the school.

  ACTION: Site tour to take place in a future meeting.
  ACTION: Alison to draft a Board calendar for 2026 for the November meeting.

Giovanni, Wyatt and Evžen left the meeting at 7.10pm.

Reports

Principal's report

- In relation to the reliability of roll projections, Dominic confirmed that demographic data does suggest that WHS may see a roll drop in a few years' time.

  Antonia MOVED that the Principal's report be received by the Board.

CARRIED
Sue

Student report

- Isobel spoke to the student report, giving a brief overview of current events, detailing The Shonas, the launch of The Flannel, academic deadlines and Spirit Week.

  Julie MOVED that the student report be received by the Board.

CARRIED
David

Te Whānau a Taraika

- Marama spoke to the Te Whānau a Taraika report.
- A whānau hui had taken place focusing on the school's strategic planning. Whānau expressed disappointment that their feedback from 2022 was not taken on board and have requested that this is addressed by the new Board and the current planning cycle.
- Whakanuia will take place on 23 October. It is the highlight of the year for ākonga and whānau Māori and this year will include the farewell to Whakamarurangi who leaves in December.
- Toi students are finishing work on the new pou for Taraika.
- Rosa Martelletti's doco focused on the Kapa Haka rōpū was an award winner at The Shonas.

  ACTION: Share Rosa Martelletti's doco with the Board and include it on the Te Whānau a Taraika page on the WHS website.
  ACTION: Kōrero for website to include input from Kaupapa Māori student representatives. *Marama to take forward.*
  ACTION: Marama to capture kōrero around Whakanuia taonga before Whakamarurangi leaves.
  ACTION: Marama to share Te Whānau a Taraika strategic planning feedback with the Board.
  ACTION: Future strategic planning timelines to be developed so that input and feedback from Te Whānau a Taraika can be included fully.

Finance reporting

- Sue spoke to the report, noting the deficits reported for September and for 2025.
- Grants that are anticipated, but not yet received, include property top up, and an ESOL top up
- It was noted that, from the end of October, external relief costs will be minimal and 2025 budgets closed.
- Overall the school has budgeted for a loss in the region of $100k. The current forecast is that the final result will be similar to, or better than this.
- Changes to budgets have in part been a result of changes to government funding (e.g. refugee flexible funding reduction) or changes to secondary - tertiary pathways funding e.g. trades academies.

  ACTION: Sue to provide a visual of the budget forecast and actuals to see how things are tracking across the year.

- There is sufficient liquidity on cashflow forecasts. Plans and contingencies are in place should they be needed.
- Property funding: funds are not always forthcoming from MOE in a timely manner which can be problematic.

- The Board noted that the deficit is from lower income rather than higher expenditure. Expenditure is well managed.
- The draft budget will be presented in November and the final budget submitted for approval in the first meeting of 2026. The Board will receive and approve the revised budget mid-2026.
- Two significant income sources remain the International Department fees income, and Community Education Centre income.

Antonia MOVED that the Finance Report be accepted by the Board.

CARRIED
David

Strategic Business

Strategic planning

- Gabrielle Wall joined online at 7.47pm to present the draft strategic plan to the Board noting that the draft was based on student, SLT and Board input. It is yet to include fully Te Whānau a Taraika feedback. As noted in the Te Whānau a Taraika report this gives opportunity for better timeline planning when future strategic plans are developed.
- Marama clarified the difference between the Kaupapa Māori student representative contribution and Te Whānau a Taraika input which requires further consideration. Gabrielle acknowledged that 2022 whānau feedback had not been fully integrated in the 2023-2025 plan and was seen more at the annual plan level.
- Central government intentions are unknown and space left for these to be factored in. Foci on attendance and student outcomes are anticipated.
- Placement of the statement relating to Te Tiriti will be reconsidered for the final document.
- Sign off will ideally take place in November but this could be delayed until the start of 2026. It was acknowledged that a delay in sign off will have an impact on SLT producing the 2026 annual plan.
- The Board considered that the school's current identity is well reflected in the draft, recognising that work is required to maintain WHS's current strengths.
- The Board identified that the plan does not yet provide measurable goals or targets for specific outcomes and questioned whether the draft is sufficiently aspirational/stretch. E.g. Excellence could be broadened to include a focus on excellence in school practices, not just ākonga excellence.
- Providing further context for the current draft will be beneficial for the new Board members.

ACTION: Gabrielle to share whānau, student and staff feedback.

- Gabrielle suggested that the Board consider how their input be captured so that a plan can be completed for sign off, and cautioned against prioritising the Board's own feedback and the risk of setting too many goals.
- Marama confirmed that Te Whānau a Taraika will want to have time to digest and provide feedback on the plan. The meeting agreed that the focus should be on good, rather than quick.
- The board noted that ultimately the strategic plan needs to support Dominic and the Senior Leadership Team with the decisions needed to run the school. SLT has noted that previous plans included too many strategic priorities to complete meaningfully year by year, and that priorities were not always measurable. The current draft aims to make the plan more defined.

ACTION: A meeting will be scheduled for 3 or 10 November to take forward the strategic planning.

Functional business

Schedule of delegations

David MOVED that Antonia, as Presiding member, be the delegated Board signatory on matters relating to Property.

CARRIED
Julie

- It was noted that this will be revisited in February as part of the Board's beginning of year schedule.

ACTION: Alison to update Schedule of Delegations for Antonia's signature.

AI tool for Boards

- David cited a conflict of interest (work with NZSBA) and spoke to this item, detailing an AI that NZSBA is promoting to assist Boards in their work, reducing preparation time and duplication. The AI agent is Claude, which builds a secure knowledge base of Board documents from uploads.
- A free 6 month trial is being offered. If AI is taken on then the ongoing charge is $25 per person per month with no contractual obligation to continue.

ACTION: David to circulate information re: AI proposal to the Board. WHS ICT team to be involved in any discussions relating to this.

Policy Review

ACTION: Alison to send information related to policy review including Term 4 policies to the Board.

EOTC

Tournament of Minds (Australia EOTC)

- The Board received confirmation that the items requesting action from the 15 September meeting (police vetting, insurance) had been actioned.

David MOVED that the Tournament of Minds (Australia) EOTC be given final approval by the Board.

CARRIED
Antonia

ACTION: Board to be provided with additional information around accessing EOTC information on GoNoGo.

Staff travel scholarship

Julie MOVED that the Board support the teaching staff travel scholarship proposal

CARRIED
David

ACTION: Applications to be opened as per the timeline with the Board reviewing prior to November hui.

Correspondence received by the Chair and actions taken:

Date	From	Concerning	Action
		Magazines, Newsletters, Promotional	
15.09.2025	Ministry of Education	Education Gazette vol 104, No 9	
6.10.2025	NZSBA	Onboard - September 2025, Issue 8	
		Letters and other addressed mail	
7.10.2025	PPTA	Clare Preston - elected to PPTA National Executive	
7.10.2025	SchoolDocs	Term 4 Advisory	
7.10.2025	NZEI	Informal notice of strike	

Antonia MOVED that the correspondence be accepted by the Board

CARRIED
Sue

AOB

The Board moved to In committee at 9.09pm
The Board moved out of In committee at 9.45pm.
The meeting closed with the karakia at 9.46pm.