

**Minutes of Wellington High School Board of Trustees Meeting  
Held Monday 15 June 2020**

- Present:** Dominic Killalea (Principal), Annette Atkins (Chair), Lily Parkin, Jo MacDonald, Evžen Novak, Catherine Hill, Alexander Quinn, Belinda Rynhart
- Apologies:** Solomon Daniel
- Visitors:** Willow Ashby, Aidan Macdougall
- In attendance:** Alison Jeffery (Board Secretary)

## **1. Strategic Business**

- i. Post lockdown thoughts / reflections
  - The Board shared experiences from the lockdown:
    - Relationships were fundamental to keeping meaningful connections.
    - The timing and the fact that the lockdown began after term was well underway.
    - Students spoke to points made in their report: the difficulties of workload and tiredness but also greater independence and better study habits as a result. Positives for online learning included receiving a preview of work for the week ahead as beneficial. Class conversation is an important part of WHS classes and that is harder to replicate online: difficulties of reading body language and subtle cues etc.
    - Outside WHS, the 1pm televised briefing and routine were valued.
  - Currently, the perception is that tiredness is more prominent and that this is being felt as the school nears the end of a 4.5 month period of near continuous activity.
- ii. Equity in current pandemic environment
  - Money is budgeted to equip every student with a device.
  - Donations and support for students who may not otherwise be able to participate in sports, for example.
- iii. Board meetings
  - The idea that online meetings continue for some Board meetings was mooted.
  - Practical issues include privacy in home spaces, the benefits of a regular visit to the school, food, being in the school environment. Being on site was also recognised as being good for subcommittee meetings.
  - In conclusion, the board recognised that online meetings are workable, but not necessarily desirable.

## **2. Functional business**

### **i. Minutes of the last meeting**

*Annette MOVED: THAT the minutes of the meeting held on 11 May be accepted.*

CARRIED

## ii. Matters arising:

### *By-election progress update:*

- Two candidates are standing for the position of parent rep. The ballot closes Friday 19 June and the newly elected candidate will be welcomed to the July meeting.

### *Policy review:*

- Employer responsibility: no questions or issues to change
- *Planning, self-review, reporting & documentation:* board to feedback by Friday. The review was driven by the National Administrative Guidelines. This document will be shared with the whole Board for feedback and may result in discussion at future meetings.

### *Sexual Harassment Policy Review update:*

- The recommendations from Sexual Abuse Prevention Network have been received. The implications of their recommendations require consideration.
- The current structure includes a hierarchy of reporting, the suggestions would expand the provision currently in place, essentially separating policy and process for a complaint dealing with sexual harassment.
- Jo, Catherine & Lily to cross-reference SAPN's recommendations against existing policies, with the acknowledgement that SAPN be involved if necessary.

### *Faculty Board reports:*

- Observations were shared with regards to the concerns expressed in some faculty reports e.g. growing student numbers, maintenance issues.
- Thanks were expressed to the Heads of Faculty for their responses to the Board's questions.

## iii. Correspondence

- The correspondence was received by the Board.

## iv. Kāhui Ako report

- The Kāhui Ako report was received by the Board.
- It was noted that the kaitiaki group will meet in the next few weeks.

## v. Principal's report

- Dominic spoke to his report, including the Prime Minister's and MP Grant Robertson's visit on Friday 12 June. This was related to the Creatives in Schools initiative which He Kākano have benefited from.
- Updated school leavers data was circulated. Notable achievements and improvements: transition courses at Year 12 and 13; investment in staffing in this area. Gateway has also grown and still stands to meet the 65 places aimed for in 2020 despite lockdown. Students taking these pathways are leaving school more strongly equipped than was the case in the past.
- Level 1 figures were noted as being a consequence of schools not offering this NCEA level.
- Classics trip insurance remains a work in progress. The next step is that families involved will submit individual insurance claims. Students expressed their gratitude to the school for their investment in pursuing these claims.

*Annette MOVED: THAT the Principal's report be accepted*

CARRIED

#### **vi. Te Whānau a Taraika**

- No Term 2 hui, the next hui will take place in Term 3.

#### **vii. Students' report**

- The student representatives spoke to their report.
- Students have expressed their concerns about the lack of parking on site. While car parking is not an option, students are keen to see if the scooter parking can be expanded.
- School buses are also being raised as an issue. This is being pursued by the school with Metlink although vehicle numbers and driver numbers are cited as limitations by Metlink. This will continue to be an issue requiring attention.
- Spaces for students at breaks and lunchtimes. The Library is over-used and restrictions are understandably enforced but this is causing upset as students feel the lack of sheltered spaces to relax in.
- Opening classrooms at lunchtimes would pose several challenges: lunchtime activities, equipment left in class over lunchtime for students in double periods, mess left at the end of the lunch break. A timetable of classrooms available could be circulated, but would be different each day. Promoting lunchtime activities could be one approach. The Hall is often used at lunchtime.
- Student togetherness event: fundraising with a view to improving furniture, outdoor spaces etc.
- The Student Council has had its first official meeting. Representation from among the students is broad. Many ideas were shared for the fundraiser, with possible causes including furniture, senior ball, junior disco and charitable donations to charities linked to Black Lives Matter.
- Other subjects raised included integration and student pride in WHS. Solidifying the social media presence is one strand to integration: there are currently several separate student driven social media channels. A student rep email has been created to assist with this.
- The second Student Council meeting has been brought forward to 29 June.
- Sports are restarting and this is much appreciated. Longer-term this is an area the student reps consider is strengthening.
- Two areas under development: Black Lives Matter & Purple Power. The former has seen discussions in many classes. The latter will focus on wider equality and look to support the Women's refuge. Three speakers have been booked for lunchtime lectures.
- The student reps will also share information from the Board with the Student Council.

#### **viii. Property**

- Covered in the Principal's report.
- Master planning will not proceed until detailed seismic reports are completed.

#### **ix. Finance**

- Forecast deficit has been revised to \$91,000.
- The 2019 surplus of \$295,400 has been confirmed and the audit report received. The draft report contains a few findings considered low risk that are straightforward to address.
- The international income figure has been reviewed, net income is likely to be in the region of \$250k in 2020.

- The biggest risk for 2021 will remain international programme income. This will remain a focus over the coming months.
- Community Education is re-starting but again their loss of programme time has contributed to the deficit.

**AOB**

- CEC to be invited to talk to a future Board meeting.

*The meeting moved to in committee at: 7.55pm*

*The meeting closed at: 8.25 pm*