

WELLINGTON HIGH SCHOOL – BOARD MINUTES

Minutes of a meeting held on 11 December 2023 **at 6.11pm**

Present: Wyatt Page (Chair), Dominic Killalea (Principal), Nicky Birch (online), David Cooling, Richard Ngatai, Jorah Ramlan Pointon, Giovanni Tiso, Nick Tramoundanas, Edward Meredith, Nina Martin-Edgar

Apologies: Evžen Novak, Maaike Day, Tahaawai James-Kanara

In attendance: Carey Clements

Visitors: Alex Hamlyn (Ministry of Education), Stuart Mackay (WSP Opus)

The meeting opened with the karakia.

Motion to grant speaking rights

Wyatt *MOVED*: that the visitors to the meeting be granted speaking rights.

CARRIED
Richard

Declarations of interest (if any)

Nick joined the meeting at 6.20pm

Master Planning

Stuart spoke about the proposed design and layout of the school. The key aspect is around bi-culturalism. Block 1 has been designed as a three storey building taking up a large section of the present car park, while Block 2 will be a five storey building and will be used as the main block, which has a teaching space for 42. The tennis courts on Tasman will be used as an alternative staff car park.

Stuart then spoke of stakeholder engagement along with the cultural narrative of the new design before some Q and A's followed by members of the Board. The issue of sustainability of the building design was asked, with specific reference to Block 1, as it had a similar footprint to the Massey University wooden framed building nearby. Stuart Mackay answered that there had been significant changes to the earthquake requirements since that building was built and that they explored a wooden framed design but could not meet the new design requirements.

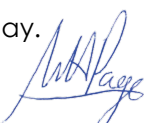
Minutes of last meeting

Nick *MOVED*: that the minutes of the meeting on 13 October be received as a true and accurate record of the meeting.

CARRIED
Jorah

Matters arising from the minutes

- Correction - Edward was present at the last meeting
- Dominic spoke about the playing turf. The Wellington City Council has said no to helping with funding changing rooms.
- With regards to the CEC, \$64,000 is being 'clawed back' by TEC - as noted in the Principal's report
- Board calendar for 2024, updated with a correction to one of the dates so that it is on a Monday.
- Kāhui Āko stewardship group, a parent representative is needed.



- David spoke and provided some background to the Kāhui Āko stewardship group
- Wyatt asked if any of the parent representatives were interested in taking on this role, David tentatively agreed to take on this role.

Reports

Principal's report

Dominic outlined Term 4 Board assurances before noting that the closedown period will begin on 18 December before ending on 18 January 2024. Dominic then gave a staffing update as at 11 December, since then a further resignation has come from the Head of Music, Lauren Hercocok. Despite trying to persuade her to stay, Dominic was sad to see her leave as she has done an incredible job since taking on this position at the start of 2022.

Professional Growth Cycle

Nick MOVED that the balance of the unused funds for the Principal's professional and wellbeing support fund rolls over to 2024.

CARRIED
Giovanni

Te Ahu o Te Reo Maori

Giovanni MOVED that the payment be paid to the staff who were involved in the above programme.

CARRIED
Richard

There is a new annual plan for 2024. This covers all the areas not covered in the strategic plan in 2023. At the end of 2024, we will review our progress in all the areas of the strat plan.

Dominic further noted in his Principal's Report about ongoing reporting, International and CEC considerations for our budget, Property (around Master Planning and Relocatables) as well as 5YA and 10YPP updates. Before finishing his report, Dominic commended both Allison Jeffery and Rebecca Rapira-Davies on their preparation of documentation and management of the process for EOTC.

Richard MOVED: that the Board accept the Principal's report.

CARRIED
Giovanni

Te Whānau a Taraika report

This report was not received

Finance report

Nick MOVED: that the Draft budget for 2024 be received by the Board.

CARRIED
David

Nick MOVED: that the Finance report for YTD November 2023 be received by the Board.

CARRIED
Jorah

Students' report

Nina MOVED: that the Board accepts the student representatives report.

CARRIED
Richard

Strategic Business

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Functional business

Policy review

No new policies to review until T1 2024

Staff Travel scholarship

EOTC approvals

Nick *MOVED*: that the Board accept the record of EOTC approvals submitted for the period 15/11 to 4/12

CARRIED
Nina

Correspondence received by the Chair and actions taken:

Date	From	Concerning	Action
Magazines, Newsletters, Promotional			
28.11.2023	Ministry of Education	Education Gazette, vol 102, no 15	

Letters and Addressed Mail			
01	17.10.2023	SchoolDocs	Advisory - upcoming changes
02	05.12.2023	Capital City Kāhui Āko	End of year pānui

David *MOVED*: that the correspondence be received by the Board.

CARRIED
Nick

AOB

The meeting moved to in-committee at: 7.52pm

The meeting moved out of in-committee at 8.11pm

Richard wished everyone a Happy Christmas and New Year before Wyatt thanked everyone for their work and involvement over what has been a challenging year.

The meeting closed with the karakia at: 8.12pm

