

WELLINGTON HIGH SCHOOL – BOARD MINUTES

Minutes of a meeting held on **Monday 19 September at 6.00pm in the WHS staff room**

Present: David Cooling (Chair), Shaun Tavernor (Acting Principal), Evžen Novak (online), Wyatt Page, Hannah Paton-Smith, Giovanni Tiso, Jorah Ramlan-Pointon, Nick Tramoundanas, Eve Ashby, Theo Melville

Apologies: Nicky Birch, Lulu Shepherd, Mia Rosemergy, Mary Maughan

Visitors: Gabrielle Wall (Strategic Planning Consultant) (online), Helena Avery (Strategic Planning Consultant) (online), Richard Ngatai

In attendance: Alison Jeffery (Board Secretary)

- The meeting opened with the karakia. Richard was welcomed to the meeting.
- Gabrielle Wall and Helena Avery introduced themselves to the meeting and were welcomed by the Board

Giovanni MOVED: that the visitors to the meeting are granted speaking rights

CARRIED
Hannah

- No conflicts of interest were recorded related to the open meeting
- David noted a personal interest in the NZSTA Special General Meeting item.

Strategic Business

Process to date

- Gabrielle outlined the process taken in developing the strategic plan which had involved consultation with SLT, Te Whānau a Taraika and students.
- Feedback has been received from the Board and Te Whānau a Taraika and a new version will be received following the meeting.
- The differences between versions reflect changes to strategic planning rather than to the design itself, although changes made may eventually impact on the design.
- Changes: -
- An explicit overarching statement regarding Te Tiriti will be included regardless of the option chosen. This is also reflected in a change with regards to the equity goal.
- The 3rd draft includes a broader definition with regards to equity and includes references to disability and support for students with disabilities.
- Ora - staff wellbeing focus added. The point related to workload has not been added: it can be a focus that the school has the option to address when defining actions to be taken each year.

Design concept

- It was suggested that Te Whānau a Taraika to respond to the Rātā concept.
- The statements added to the overall plan will be referenced in the design concept.

Board discussion

- Richard spoke to the feedback from Te Whānau group and the need to reference Te Tiriti separately as an overarching statement.
- It was recommended that mana whenua respond to the choice of a rātā tree in the design brief.
- With regards to physical access the Board asked why this was referenced specifically rather than access to learning? It was agreed that this be refined to ensure that the school's culture of inclusivity is referenced. The Board agreed that the concept of physical accessibility is encompassed by current terminology. Therefore emphasising access to teaching and learning or the school culture should be adequate.
- Physical accessibility and the needs related to gender diverse students were referenced.
- Universal design / Universal design for learning - it was recognised that while one is referenced architecturally it is very similar to the latter which is curriculum specific. Universal design for accessibility suggested as alternative terminology.
- The Board was asked whether Equity should be kept as a separate goal (option 1) or whether Equity should be integrated across the WERO values (option 2, concept 2)

Hannah MOVED: THAT option 2, concept 2 should be adopted. In concept 2, Te Tiriti must be separated from the reference to equity.

CARRIED
Wyatt

- Gabrielle will address the motion, separating out equity and Te Tiriti in concept 2. The edited concept will show that Equity is woven across the four values with Te Tiriti is the overarching driver. Final wording and details to be confirmed at a later date.
- The next phase will be to plan goals. Does each value have a plan throughout the period when the strategic plan is in place, or are different areas the focus for a particular year? It was agreed that SLT should drive this stage to ensure that what is defined is what is most effective in terms of implementing change.
- Gabrielle and Helena were thanked for their contribution and left the meeting.

Minutes of the last meeting

Hannah MOVED: THAT the minutes of the meeting held on 22 August be accepted

CARRIED
Eve

Matters arising from the minutes

- Te Whānau representation and Mana whenua representation on the Board. Nicky was unable to join the meeting. This will be held over to the meeting on 17 October.
- Property Master planning - The extraordinary Board meeting will not take place on 26 September as this is now a public holiday. This will form part of a regular meeting agenda in Term 4.
- Mask policy. It was noted that, due to the discontinuation of the COVID-19 traffic light system the mask policy, which has lapsed, will no longer be reviewed.
- All other Action points from the 22 August meeting have been addressed

Board Administration

Delegations

- Updates to be made as follows:
 - Board Delegation for matters concerning Property. Removal of Deputy Chair against Evžen's name. Evžen will retain the delegation for property.
 - Names of current Deputy Principals to be added to Notes section 4.

Hannah MOVED: THAT the amendments to the Schedule of Delegations, as defined above, be accepted.

CARRIED
Nick

Nick MOVED: THAT Wyatt be elected as Deputy Chair
Seconded: Jorah

ACCEPTED
Unanimously

Sport Funding delegations

- Amendments to the draft delegation letter were recorded:
 - The Sports Coordinator may apply for funding on the school's behalf with permission of the Sports Committee. Details of the applications made must be added to the monthly Principal's report and submitted to the Board.

Nick MOVED: THAT authority should be delegated to Martin Pereyra-Garcia as outlined in the draft delegation authority letter, subject to the amendments detailed above.

CARRIED
Jorah

Co-opting members to the Board

Nick MOVED: THAT Richard Ngatai and Nicky Birch be co-opted to the Board as representatives of Te Whānau a Taraika for the term of the current Board.

CARRIED
Hannah

- Evžen was co-opted to the Board on 22 August. Evžen would prefer tenure to be 1-2 years, using part of his tenure to identify someone who could take on the property portfolio.

Shaun MOVED: THAT Evžen be co-opted to the Board for two years.

ACTION: In September 2023, work should start to find a successor to Evžen.

Governance policy and updated Board manual

- The Board manual is still in draft stage with work ongoing. The Board agreed this work should continue.
- It was noted that NZSTA is publishing a new Governance Framework.
- It was requested that the updated Board manual include:
 - Section 1.27 of Education and Training Act
 - School Charter or the current equivalent for WHS
- In the meantime the Board should refer to 2016 manual with attention drawn to code of conduct

ACTION: Alison to send link to 2016 manual

ACTION: ERO framework - stewardship document to be circulated

Reports

Principal's report including property

- Current key focus on recruitment and staffing
- Year 9 has 287 students enrolled for 2023. New senior numbers still to be determined but will include some new international recruitment
- NCEA is looking strong at Years 11 and 12 but concerns exist in year 13. Plans are being put in place for opportunities for students who are not in the best place
- The second wānanga with Te Ātiawa is 20 September
- ERO - how we meet the needs of students who join the school after the Year 9 pōwhiri. Selected as there was the need to evaluate what was happening in that area. Over the past 2 terms 50 new students have been interviewed about their school experiences. Data from students is overwhelmingly positive, however, school data does not always match students' perceptions. Next steps: working with Deans to support students in selecting a target e.g. attendance. Further data analysis will identify whether there is a difference between students who begin close to the pōwhiri compared to other times of the year e.g. could there be the need to work on better orientation for later starters etc.
- Seismic strengthening of LM block is more invasive than originally thought and will need careful attention e.g. if Music has to move from its accommodation at the start of Term 1.
- Turf should be in place for the start of Term 4.
- Seismic rating of C block is still under discussion with WCC. This does not relate to the external concrete panelling that has been perceived as problematic in the past, but relates to an internal wooden structure in the roof.

ACTION Shaun to provide information regarding ERO and the evaluative focus

Wyatt MOVED: THAT the Board thank Shaun for his work as Acting Principal

CARRIED
Nick

Giovanni MOVED: THAT the Principal's report be accepted

CARRIED
Hannah

Finance report

- The revised budget forecast is positive.
- CEC contributions for 2023 are likely to be lower due to a number of factors. The reduction in revenue could be offset by the return of international students, however.
- It was noted that the Budget has moved from deficit to surplus in a year when this positive performance was not anticipated.

Wyatt MOVED: THAT the Finance report be accepted

CARRIED
Giovanni

Te Whānau a Taraika

- Board representation through co-option (see above)
- Mana whenua Board representation is still to be discussed.

Students' report



- Seniors are in derived grade exams but overall it has been a good term with a lot happening: Te Wiki o Te Reo Māori, OutLoud, Winter Tournament week and other sports achievements.
- Student Council meeting - good feedback provided in all areas apart from the current bathroom problem that the representatives hope can be resolved in future. The bathroom problem relates to vaping and some students not wishing to use the bathroom because of this. This issue has been brought to SLT and the bathrooms in the gym closed to deter this. It has displaced the students who were using that area, and SLT has been looking at duties and how this could work.

Hannah MOVED: THAT the student report be accepted, thanking the group for their contribution to the Board.

CARRIED
Giovanni

Functional business

Policy review feedback

Hannah MOVED: THAT the Board would not provide feedback to SchoolDocs with regards to the harassment policy

CARRIED
Wyatt

Student election - timeline update

- The adjusted election timeline was accepted by the Board

Correspondence received by the Chair and actions taken:

Delegate to Special General Meeting of NZSTA -

Hannah MOVED: THAT David be the Board's delegate to the NZSTA Special General Meeting

CARRIED
Nick

- The correspondence was accepted by the Board.
- The meeting moved to in-committee at 8.01pm
- The meeting came out of in-committee at 8.11pm
- The meeting closed with the karakia at 8.12pm

The next Board meeting is scheduled for Monday 17 October at 6.00pm