

1                                   **MEETING OF THE WAIHEKE HIGH SCHOOL BOARD OF TRUSTEES**  
2                                   **MONDAY 2 JULY 2018 at 7.00PM**  
3

4 **Present:** Robyn Woodall, Maree O'Brien, Paora Toi Te Rangiuaiia, Emma Musson, Jude Young,  
5 Rebecca Goodenough and Grant Duffy.

6  
7 **Apologies:** Gary Wilton and Zane Hambly  
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9 **1. Submissions & Deputations**

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11 **2. Karakia**

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13 **3. Matters Arising**

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15 Draft complaints policy is available. Flowcharts will be added and then sent to the Board.  
16

17 **4. Minutes of Previous Meeting**  
18

19 ***53/18 Move THAT the minutes submitted for the board meeting held on 29 May 2018, with above***  
20 ***amendments, are true and correct – Robyn/Paora - carried unanimously.***  
21

22 **5. In committee Correspondence**  
23

24 ***54/18 Move THAT the in-committee correspondence be received – Maree/Paora carried***  
25 ***unanimously***

26  
27 ***The meeting moved into in-committee at 7.13pm***

28  
29 ***The meeting moved out of in-committee 7.26pm***  
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31 **6. Correspondence**  
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33 Letter from Piritahi Marae confirming school ownership of D7. Maintenance etc. will now be moved  
34 to the Property list.  
35

36 ***55/18 move THAT the Board endorse the AIMS Games Netball for 2018 – Robyn/Maree carried***  
37 ***unanimously***  
38

39 Letter from PPTA regarding the falling roll and requesting that the Board provide a plan to address  
40 this issue.

- 41       • The Board have discussed this issue in a previous meeting and agree this matter needs to  
42       be addressed with the staff and the wider Waiheke community.
- 43       • The Coffee and Conversation evening was a step towards gaining further insight into what  
44       our community thinks/believes/perceives about Waiheke High School.
- 45       • The Board need to look at the reasons that families are not choosing Waiheke High School.
- 46       • PPTA can be assured that the Board have discussed and want to develop a plan involving all  
47       staff (including non-PPTA members) and the PPTA.
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- 49       • Robyn will respond to the PPTA immediately. Sub-committee of Gary, Jude, Emma and  
50       Grant to lead this discussion.  
51

1 **56/18 Move THAT the correspondence be received –Emma/Maree carried unanimously**

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3 **7. BOT Annual Work Plan**

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5 Updated plan to be emailed to Board members.

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7 **8. Sub Committee Reports**

- 8 • **Finance**

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10 **57/18 Move THAT the Board approve payments from 1 to 31 May totalling \$252,946.26.**

11 **– Maree/Robyn carried unanimously**

- 12  
13 • **Property Report**

- 14  
15 • Question regarding meth testing and its validity given the latest media coverage about the efficacy of this testing.  
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17 • Board agrees that testing should continue at the same time as property inspection.  
18 • Classes usually held in E-block will move to areas of B-block, the library and F-block once the asbestos removal begins.  
19  
20 • Finance and Property Meeting will now be the Finance, Property and Risk Management meeting  
21

22  
23 **Staff Housing**

- 24 • Letters from the MOE and Jude’s response.  
25 • Jude felt that the MOE had missed the point of the Boards request and appear to have no concept of the reality of finding accommodation on Waiheke Island in the current market.  
26 • The Board would also like to contact Minister Hipkins directly. May also be prudent to include Housing and Urban development Minister, Phil Twyford.  
27 • Jude will speak with Nikki Kaye who has been an advocate for Waiheke schools in the past.  
28 • Paul Knighton has been kept up to date with all developments in this matter. Possible alternatives for him are being explored.  
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33 Question from Grant about what systems are in place to ensure teaching and learning spaces are being kept in good condition. Grant was told that many of the Bunsen burners did not work in one of the labs. Jude explained that some of the tripods needed to be replaced due to the presence of asbestos.

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36  
37 The school has a very clear system for the reporting of any issues in teaching spaces.

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39 **58/18 move THAT the Business Managers report is received - Rebecca/Emma carried unanimously**

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42 **59/18 move THAT the Property & Finance reports are received –Maree/Robyn carried unanimously**

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45 **9. Principals Report**

- 46  
47 • Timetable review – discussion opened with the SLT and Faculty Leaders will be involved from Term 3.  
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49 • Changes to NCEA Level 1 – Rather than the current requirement for 10 credits in numeracy and literacy, 20 credits in numeracy and literacy will be required. This will be the same for an Academic pathway or a Vocational pathway.  
50  
51 • Closer dialogue needed between Universities and High Schools.  
52

- 1 • New senior reporting has created new conversations during the parent/teacher meetings.  
2 Parents will be surveyed about the reports and if anything more is needed.  
3 • Jude and Matthew Jacomb looking at an outdoor camp for Years 7 & 8 from 2019.  
4 • Setting up a Year 10 Outdoor Education programme that will include Duke of Edinburgh  
5 programme.  
6 • Tuckshop is still operating at present with Daniela's partner and her mother. Unsure how  
7 long this will continue.  
8 • Two Year 11 students going to Japan on an exchange in July.

## 10 **2018 Annual Plan**

- 11  
12 • The Board would like to add something about Restorative Practice and PB4L (School  
13 Culture)  
14 • Also the need to address falling roll and community perception – develop a plan to  
15 understand and address issues around the declining school roll.

## 17 **Principal appraisal**

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19 Peter Gall has been back in to meet with Jude, the DP's and the extended SLT.

## 21 **Grant Duffy's email feedback**

22  
23 Some common themes emerging so far include:

- 24 • Staff are greatly appreciated by the community  
25 • Improvement in communication from the school needed  
26 • Sense of school Culture is lacking. What are our values as a school? Special features?  
27 • What academic pathways are available for high achievers?  
28 • Management of poor behaviour  
29 • Quality of the property

30  
31 ***60/18 Move THAT the Principals Report be received – Robyn - carried unanimously.***

## 33 **10. Report from Tim Kay – Director of Marketing and Fundraising**

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35 Tim will be coming to the Board in October as part of his six-month review.

36 Risk – trust carries the name of the School/conducting fundraising that may not be appropriate.

37 Board should have some say about fundraising activities – especially if they have some concerns.

38 Discussion about the Alumni Committee

## 40 **11. Maori Education**

- 41  
42 • Meeting has been held between Paora, Te Ao, Pita and Jude to try and manage/address  
43 the issue of falling numbers in Te Reo Maori.  
44 • Two classes have been combined  
45 • Extension programme  
46 • Pita Mahaki putting together a programme for Week 1/T3

## 48 **12. AOB**

49  
50 ***The meeting moved into in-committee at 8.55pm***

51  
52 ***The meeting moved out of in-committee at 8.56pm***

1 Co-option of Board members

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3 The Board discussed co-option of new members. It was decided to co-opt 1 new Maori  
4 Representative:

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6 **61/18 move THAT Darleen Hoff-Neilson be co-opted to the Board of Trustees up until the next**  
7 **Board Elections in 2019 – Robyn – carried unanimously**

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9 It was also decided to co-opt 1 new parent representative:

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11 **62/18 move THAT James Petronelli be co-opted to the Board of Trustees up until the next Board**  
12 **Elections in 2019 – Jude/Maree**

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14 **69/18 move THAT the discussion held be moved to in-committee minutes – James/Paora –**  
15 **carried unanimously**

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17 The meeting closed at 9.30pm. The next meeting of the Board of Trustees will be held on Tuesday,  
18 28<sup>th</sup> August 2018 at 7.00pm.

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