

1 **MEETING OF THE WAIHEKE HIGH SCHOOL BOARD OF TRUSTEES**
2 **MONDAY, 23rd SEPTEMBER 2019 at 6.00PM**

3
4 **Present:** Robyn Woodall, Maree O'Brien, Gary Wilton, Brent Simpson, Grant Duffy, James
5 Petronelli, Jude Young, Paora Toi Te Rangiuiaia & Jane Scorey.

6
7 **Apologies:** Presley Cox

8
9 **1. Presentations & Deputations**

10
11 Welcome to Maori Reps, Paora Toi Te Rangiuiaia, Jane Scorey and new Student Rep, Molly Davidson.

12
13 **2. In committee Correspondence**

14
15 *The meeting moved into in-committee at 6.16pm*

16 *The meeting moved out of in-committee at 6.18pm*

17
18 *91/19 Move THAT the in-committee correspondence is received –Robyn/Grant carried*
19 *unanimously*

20
21 **3. Correspondence**

22
23 *The meeting moved into in committee at 6.22pm*

24 *The meeting moved out of in committee at 6.25pm*

25
26 *92/19 move THAT the Raglan Music Trip at Labour Weekend is approved by the Board –*
27 *Robyn/James carried unanimously*

28
29 *93/19 move THAT the Sea Kayaking expedition, for Level 3 Seasports, is approved by the Board –*
30 *Robyn/Grant – carried unanimously.*

31
32 *94/19 move THAT Tom Mulvey's leave without pay, in Term 4 2019, is approved – Robyn/Grant*
33 *carried unanimously.*

34
35 *95/19 Move THAT the correspondence is received – Robyn / - carried unanimously*

36
37 **4. Sub Committee Reports**

- 38 • **Finance**

39
40 **Discussion points:**

- 41
42 • Increase in truancy costs has come about as funding has been dropped for truancy
43 services on the Island. The school pays an Attendance Officer 10 hours per week.
44 • Faculty Budgets are being worked on now to be presented to the Board before the end of
45 the year.
46 • Explanation for the Board about the Xero reports.

47
48 *96/19 Move THAT the board approve payments from 1 August 2019 to 31 August 2019 for*
49 *\$87,172. Maree/Grant – carried unanimously*

1 • **Property Report**

2
3 **Discussion points:**

4 Maintenance of the pavilion to be included in the 10YPP.

5
6 • **Health & Safety**

7
8 **97/19 move that the Business Managers report is received – Robyn/ - carried unanimously**

9
10 **98/19 move that the Finance and Property Reports are received – Maree/Gary- carried**
11 **unanimously**

12
13 **99/19 move that the Health & Safety meeting minutes are received – Maree/Robyn - carried**
14 **unanimously**

15
16 • **Striving for Success**

17
18 *The Finance committee requests that the Striving for Success committee present a budget to the*
19 *Finance committee before the next Finance Meeting in Term 4.*

20
21 **Discussion points:**

- 22 • Brief outline of how the project came about for Jane and Paora.
- 23 • Today the Striving for Success committee has shortlisted three of the proposals received for
- 24 the Visioning Role. Those three are: Alan Curtis, Freshfish Studio Ltd and Cochrane Wells
- 25 Consultants.
- 26 • Robyn will contact these proposers and request a written proposal based on the Visioning
- 27 RFP.
- 28 • This written proposal is to be emailed to Grant by Wednesday, 2nd October.
- 29 • An appointments panel will then interview the proposers on Monday, 7th October from
- 30 1pm.
- 31 • The three successful applicants are to be provided with a full copy of the survey results and
- 32 Striving for Success report (including appendices).
- 33 • The Striving for Success committee suggests a budget of \$25,000 for the proposers.
- 34 • The appointments panel will be: James Petronelli, Brent Simpson, Paora Toi Te Rangiuai, Jude Young, Jane Scorey and Maree O'Brien.
- 35 • Three applicants were also shortlisted for the Communications role. These 3 are: Freshfish
- 36 Studio Ltd, NSPR and AD HOC.
- 37 • The steering committee will choose the successful applicant for this role following a similar
- 38 process as above.
- 39 • The name 'Striving for Success' being reviewed and will be changed.
- 40
- 41

42 **100/19 move THAT the Board will recommend to the candidates an indicative budget of \$25,000**
43 **– Grant/Jude – carried unanimously**

44
45 **5. Principals Report**

46
47 **Discussion points:**

- 48 • Tony Sears delivered his Pastoral Report verbally.
- 49 • The Ball was extremely successful and the venue was well received.
- 50 • Tuturu programme – Tony spoke about the history of dealing with drugs at WHS and how
- 51 the school became involved with CAYAD (Community Action on Youth & Drugs) and the
- 52 Tuturu programme. CAYAD have been in the school talking with students and staff.

- 1 • Letter about drugs got lots of feedback from both community and students.
- 2 • Hoping CAYAD can hold a public event the Waiheke community
- 3 • Learner mapping & inquiry
- 4 • Timetabling process is underway and option selection has begun
- 5 • Fully staffed for 2020.
- 6 • New basketball, volleyball and hand ball court to go in front of the new building (A block
- 7 field)
- 8 • Donations scheme – further information provided for the Board
- 9 • The 3 school Principals believe it is important to have a united front on this issue to present
- 10 to the community.
- 11 • All three schools believe the scheme to be detrimental to their ability to deliver teaching
- 12 and learning programmes.
- 13 • Accord Teacher Only Days for 2020 (August and November). These extra days do not impact
- 14 school opening days.
- 15 • Teacher appraisal under review
- 16 • Exit interviews are completed by the Deans
- 17 • Request from the Board that different graphs are used in the Data tracking
- 18 • Request that Faculty Leaders come and present to the Board.

19
20 ***101/19 move THAT the Waiheke High School Board of Trustees chooses to opt-out of the***
21 ***Donations Scheme due to the severe limitations the scheme would place on our teaching and***
22 ***learning programmes – Jude/Maree – carried unanimously***

23
24 ***102/19 move THAT the Principals Report be received – Gary/Grant carried unanimously.***

25
26 ***103/19 move THAT both the Data tracking and Pastoral reports are received – James/Paora -***
27 ***carried unanimously***

28 29 **6. Governance Manual**

30 31 **Discussion points:**

- 32
- 33 • Some minor changes to the document made.
- 34

35 ***104/19 move THAT the Board of Trustees adopts the Governance Manual – Robyn/James – carried***
36 ***unanimously***

37 38 **7. Minutes of Previous Meeting and Matters Arising**

39
40 ***105/19 Move THAT the minutes submitted for the board meeting held on 28 August 2019 are true***
41 ***and correct – Robyn/Grant - carried unanimously.***

42
43 ***106/19 Move THAT the in-committee minutes submitted for the board meeting held on 28 August***
44 ***2019 are true and correct – Robyn/Maree - carried unanimously.***

45 **8. AOB**

46 47 **Update on Uniform**

- 48 • Long skirt, polar fleece & shirt with ¾ sleeve to be phased out of uniform.
- 49 • Blue jacket with no logo will be kept (sells for \$90). There were some issues with quality
- 50 with the blue jacket with yellow piping so this will be discontinued.
- 51 • New hoodie, with school logo proposed (would sell for \$60). This will go to the Student
- 52 Council later this week.

- 1 • Existing uniform items being replaced with something new. No major change to the
2 uniform.
3

4 **Review & Evaluation of Meetings**

- 5 • James ran a quick evaluation of the meeting.
6 • This evaluation is to be added as an Agenda item at the end of each meeting.
7

8 Meeting closed at 8.30pm. Next Board meeting to be held Wednesday, 30th October at 6.00pm.