1	MEETING OF THE WAIHEKE HIGH SCHOOL BOARD OF TRUSTEES
2	TUESDAY, 25 SEPTEMBER 2018 AT 7.00PM
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4 5	Present: Robyn Woodall, Gary Wilton, Paora Toi Te Rangiuaia, Emma Musson, Jude Young, Maree O'Brien, James Petronelli, Zane Hambly and Darleen Tana Hoff-Neilson.
6 7 8	Apologies: Grant Duffy & Rebecca Goodenough
9	1. Submissions & Deputations
10	1. Sabinissions a Deparations
11	Tim Kay – report to the Board.
12	Tim Ray Teport to the Board.
13	The full report is available in the Shared BOT Drive.
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15	Summary of points:
16	- 44 days in role
17	 Main focus – to develop relationships with the school community and setting up of systems
18	and structures in order to support our long term goals.
19	- Development of a culture of philanthropy
20	- Long term fundraising vision
21	- Establishment of the Friends of Waiheke High School committee (25 parents)
22	- Planning of fundraising and friend raising events
23	- Re-branding of the Waiheke High School Scholastic Trust to the Waiheke High School
24	Charitable Trust
25	 Two substantial bequests secured for the Charitable Trust
26	- Establishment of the first Waiheke High School Alumni Committee
27	 Development of communication and marketing strategies
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29	Discussion about the Charitable Trust
30	Suggestion from the Board that fundraising money is targeted for very specific projects around the
31	school.
32	Friends of Waiheke High School would like a member of the Board to join the group
33	Board to feed into how fundraising money is used
34	Trustees on the Charitable Trust were invited to join
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37	2. Karakia
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39	3. In committee correspondence
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41	86/18 Move THAT in terms of Section 47 of the Local Government Official
42	Information and Meetings Act 1987, the public be excluded from this meeting because the
43	Board wishes to discuss matters relating to staff and students for the reason that discussion
44	of these matters in public would infringe on the privacy of a natural person under Section 9
45	(2) (a) of the Official Information Act. Robyn – carried.
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48	87/18 Move THAT the in-committee correspondence be received - Robyn/Emma carried
49	unanimously
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52	4. Correspondence

1 2	88/18 Move THAT the correspondence be received – Jude/Zane - carried unanimously
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4 5	5. BOT Annual Work Plan
6 7	Updated by Jude
8	6. Sub Committee Reports
9	• Finance
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11 12	89/18 Move THAT the Board approve payments from 1 to 31 August totalling \$237,630.12 – Maree/James - carried unanimously
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15	Property Report
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17	90/18 move THAT the Board approves the developed design package of drawings –
18	Paora/Darleen – carried unanimously
19 20	91/18 move THAT the Board accepts the Heat Pump option for the new classrooms –
21	Maree/James – carried unanimously
22	Watee/Junies Carried and minously
23	The Board wishes to acknowledge the hard work that has been done by Jude, Trudie and the staff
24	on this project. Congratulations on a job well done.
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26	Health & Safety
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29	92/18 move THAT the Business Managers report is received – Maree/Jude - carried unanimously
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31	93/18 move THAT the Property, Finance and Health & Safety reports are received –
32	Maree/Robyn carried unanimously
33	7. Driveinale Banart
34 35	7. Principals Report
36	Annual Plan update
37	Analysis of Variance will be done at the beginning of March 2019 once NCEA results are finalised
38	/ / / / / / / / / / / / / / / / / / /
39	Gifted & Talented program
40	Discussion about how this has been developed by Jude, Claire Mahaki, Faculty Leaders and staff.
41	At this stage of our development plan around Gifted and Talented we have had a meeting with
42	parents of identified students and explained to them what is being done to date and what will
43	happen in 2019. This has been Faculty driven at this point in time.
44	The meeting was successful and received well by the parents who attended.
45	Claire Mahaki is the overall co-ordinator for the Gifted and Talented programme and the
46	programme is organic and responsive.
47 48	The list of students currently identified may change. The Gifted and Talented programme does not exclude other high performing students. A recent
4 8	example of this is a group of students - gifted and talented, high performing and other students -
50	engaging and competing in a national maths solving problem competition. This will be part of our
51	ongoing curriculum agenda. The new Year 9 & 10 Inquiry option will be offered to all students of
52	all abilities with a focus on thinking skills.

- Discussion about involvement of wider parent community rather than just parents of selected students.
- 3 Identification of students follows set criteria and guidelines.
- 4 A Gifted & Talented program acknowledges students who think differently.
- 5 The school develops Individual Learning Plans for accelerated learners across the school.

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PB4L – reinvigorated by a new team.

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2019 Timetable proposal

- 10 There has been a lot of discussion with SLT and staff about this proposal
- 11 Year 13 will run on their own timetable and Years 7-12 on a second timetable.
- 12 Discussion about the proposal to have a shorter learning day on Wednesdays:
- 13 The benefits of this timetable structure would be for addressing -
- 1. Professional Development needs for staff
- 15 2. Teacher workload and too many meetings
 - 3. To allow for the three schools of WaiCol to meet for the Community of Learning
- 4. The school would be open but not for instruction, e.g. supervised study in the library, sportspractices.
- 19 It would mean the loss of 50 minutes of teaching time per week.
- The PPTA proposal that has been issued today does nothing to address staff workload or class sizes.
 - This is nothing new in New Zealand schools and does work effectively elsewhere. Used as recreation time/club meetings/sports practices.

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The Board feels there would be a back-lash from the school community if we attempted to implement this change (early finish) in 2019. It is felt this would especially impact year 7 & 8 students.

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Jude requests that the Board look at developing a strategy to address teacher's workload issues with a view to a change to the timetable in 2020.

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94/18 Move THAT the Principals Report be received – Jude/Darleen - carried unanimously.

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8. Māori Education

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Request to defer this report until Term 4

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9. Report re Community Engagement Committee & Personnel Committee

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Community Engagement – this committee have decided on the purpose of the project and a name for the project (Striving for Success). Discussion also about how communications will be done and what the focus groups should be. A letter has gone to WHS parents and Te Huruhi parents. We have also asked WPS to share with their parent database. Full meeting minutes are available on the share BOT Drive. Darleen will join Community Engagement committee.

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Personnel Committee – The committee discussed what their role would be and the relationships they will have within the school community. Discussion topics were: Staffing, Employment, Board & PPTA relations, investigation of complaints, staff scholarship, leave requests, appraisal and recruitment. Maree will join this committee.

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95/18 Move THAT these reports are accepted by the Board – Robyn – carried unanimously

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1	10. Matters Arising and Minutes of Previous Meeting
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3	96/18 Move THAT the minutes submitted for the board meeting held on 28 August 2018 are true
4	and correct — Robyn - carried unanimously.
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6	Tim Kay to continue in his role and report again to the Board in 6 months.
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8	11. AOB
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10	Zane – regarding the NZCER survey - he has spoken to the PSSP team who are looking at focus in
11	2019 to be very visible around the school and to use Restorative Justice to resolve any issues.
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13	James presented School Docs programme to the Board. This programme makes the development
14	of policies and procedures much simpler and allows for easy review of the policies and
15	procedures.
16	Our current policies are insufficient and require vigorous review and it is up to the Board to own
17	these policies and ensure they are robust.
18	It was noted that the Standing Orders are also out of date.
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20	The meeting closed at 9.15pm. The next meeting of the Board of Trustees will be held on Tuesday,
21	27 th November 2018 at 7.00pm.