



1  
2 **7/18 move THAT the election of Deputy Board chair is deferred until 10<sup>th</sup> April 2018 –**  
3 **Robyn/carried unanimously.**

4  
5 **4. Minutes of Previous Meeting**

6  
7 **8/18 Move THAT the minutes submitted for the board meeting held on 5 December 2017 are true**  
8 **and correct – Maree/Paora- carried unanimously.**

9  
10 **The meeting moved into in-committee at 7.25pm**

11  
12 **9/18 Move THAT the in-committee minutes submitted for the board meeting held on 5 December**  
13 **2017 are true and correct – Maree/Emma carried unanimously.**

14  
15 **5. In committee Correspondence**

16  
17 **The meeting moved out of in-committee at 8.10pm**

18  
19 **6. Correspondence**

20  
21 **10/18 move THAT the 2018 PSSP Camp is approved by the Board of Trustees – Robyn - carried**  
22 **unanimously**

23  
24 **11/18 move that the Kapa Haka Noho Marae and Polyfest trip is approved - Paora/Emma carried**  
25 **unanimously**

26  
27 Letter from grandparent regarding a 2017 Year 9 student and poor maths teaching/results. School  
28 has responded to this grandparent and the child's mother has decided to give Ocean extra tutoring.  
29 The school acknowledges that it was a particularly difficult year for the Maths department with  
30 staffing.

31  
32 Letter from Rebecca re Study Award in 2019. The Board appreciates the early notification of  
33 Rebecca's intention.

34  
35 Letter from Jude Young re Study Award in 2019 to look at setting up a Trades Academy at Waiheke  
36 High School. Award would be for 1 term.

37 This would feed into a goal of creating a self-sustaining school and also offers our students increased  
38 opportunity around Hospitality, Building and Construction, Viticulture etc.

39  
40 Some Board members concerned about the length of time this would take the Principal out of  
41 school, especially with the new build and refurbishment of classrooms happening in 2019.

42 Further information can be found at:

43 <https://www.teachnz.govt.nz/teacher-awards/directory/secondary-principals/>

44  
45 Tony Sears would most likely be Acting Principal during Jude's absence.

46  
47 The Board would like further information and asks that the Principal prepare a submission for the  
48 Board. The Board will grant 2 or 3 days of paid leave to allow the Principal to prepare this  
49 submission.

50 Jude requested that this be deferred until 2020.

51

1 **12/18 move THAT the Board would like the Principal to prepare a detailed submission about the**  
2 **requested Study Leave. The Principal is to be given 3 days paid leave in order to prepare the**  
3 **documentation – Paora/Maree - carried unanimously**  
4  
5

## 6 **7. Sub Committee Reports**

- 7 • **Finance**

8  
9 **13/18 Move THAT the Board approves payments from 1 to 30 November totalling \$272,482.43;**  
10 **1 to 31 December 2017 totalling \$193,961.22 and 1 to 31 January totalling \$79,076.03.**  
11 **Jude/Paora carried unanimously**  
12

13 **14/18 move THAT the Board approves the 2018 Budget with the right to review in May 2018 –**  
14 **Maree/Jude**  
15

- 17 • **Property Report**

18  
19 Proposal from Catalyst to project manage the staff housing. They have provided to options for the  
20 school.  
21

22 **15/18 move THAT the Board accepts the Catalyst proposal for Teacher housing/project**  
23 **management – Maree/Paora carried unanimously**  
24

25 Very good news about the 5YA & 10YPP  
26

27 Fundraising – Tim Kay (reference checking is going on).  
28

29 Tim wants to set up an Alumni at Waiheke High School. He will do marketing and fundraising. The  
30 school would employ Tim on a 6-month contract to get this set up.  
31

32 **16/18 move THAT the Board approves employment of Tim Kay to set up an Alumni. This is on the**  
33 **proviso that this is reviewed in 6 months – Emma/Paora – carried unanimously**  
34

## 35 **8. Principals Report**

- 37 • Roll is down by 1 Year 7 class – strategic plan to get students back to Waiheke High School
- 38 • Leavers at Years 9 & 10 exit interviews – families moving off island, other siblings at other
- 39 schools, particular things offered like horse riding and sports.
- 40 • 1 student at Year 13 commuting to WHS to do Viticulture this year
- 41 • NCEA results unconfirmed
- 42 • Stats are an improvement
- 43 • Principal will prepare a full report on grades and statistics
- 44 • Kelp Project – grow kelp at school and plant in Te Huruhi Bay
- 45 • Investigating funding for this project and consulting with local iwi
- 46 • There is a \$50,000 research fund available for counting fish
- 47 • Opportunity to grow marine biology standards
- 48
- 49 • Principal and Board Chair to rewrite the complaints policy
- 50

51 Annual Plan 2018:

- 52 • Community of Learning has been added

- 1 • Course endorsements on the back page
- 2 • ERO recommended continuing with the Annual Plan until a new Strategic Plan is in place as
- 3 this will take some time
- 4
- 5 • The SLT will have appraisal done externally, to be completed in March 2019
- 6
- 7 • The Board wishes to formally acknowledge the work being done by Te Ao Marama Hau with
- 8 regard to Cultural Competencies and Piringakau.
- 9

10 ***17/18 Move THAT the Principals Report be received – Emma/Zane carried unanimously.***

11

12

13 **9. Board Assurance Statement and Self Audit Checklists**

14

15 Section 4

16

17 **10. Maori Education**

18

19 Discussion about the process of electing Maori Representatives to the Board. This is to be

20 included in the next Agenda.

21

22 **11. General/Matters Arising**

23

24 Discussion regarding replacement parent reps on the Board with the resignations of both Andrew

25 Walters and Lisa Smith.

26

27 ***18/18 move THAT the Board wishes to elect a new parent rep to the Board for a period of 3***

28 ***years – Robyn/Zane carried unanimously***

29

30 The meeting closed at 9.30pm. The next meeting of the Board of Trustees will be held on Tuesday,

31 10<sup>th</sup> April at 7.00pm.