



1 **5. Correspondence**

2  
3 **71/18 Move THAT Anton Forde's special leave for 2019 is approved – Robyn/Jude – carried**  
4 **unanimously**

5  
6 **72/18 Move THAT the Audit Fee proposal is endorsed by the Board - Rebecca/Jude - carried**  
7 **unanimously**

- 8  
9
  - Discussion about the Strike action taken by NZEI
  - Action by PPTA unlikely before October 2018
  - There was some confusion in the community about exactly who would be on Strike.

10  
11  
12  
13 **73/18 Move THAT the correspondence be received – Robyn - carried unanimously**

14  
15 **6. BOT Annual Work Plan**

- 16  
17
  - Confirmation received that the roofing will go ahead in September.
  - Design meeting in Auckland, Thursday, 29<sup>th</sup> August.

18  
19  
20 **7. Sub Committee Reports**

- 21
  - **Finance**

22  
23 **74/18 Move THAT the Board approve payments from 1 to 30 June totalling \$34,371.16 and from**  
24 **1 to 31 July totalling \$295,912.92 – Robyn - carried unanimously**

- 25  
26
  - The Board would like more information about the new server before approving expenditure of \$12,000.
  - What kind of server is required?
  - Ministry of Education is encouraging schools to move to cloud storage
  - Jude will ask Trudie/Xanadu IT to report to the Board about this.
  - Discussion about school expenditure on IT and an invitation for James to come and speak with the IT committee in the near future.

- 27  
28  
29  
30  
31  
32  
33
  - **Property Report**

- 34
  - Discussion about the efficacy of the window tinting.

35  
36  
37  
38 **75/18 Move THAT the Board approves the spending of \$12,000 on window tinting in A-Block**  
39 **Emma/Robyn - carried unanimously**

- 40  
41
  - Discussion about the new build.
  - Students will move out of E-Block from late next week
  - Fences go up in Week 8
  - Drilling will be done to ascertain the depth of asbestos contamination in the soil
  - Ministry preparing press statements

42  
43  
44  
45  
46  
47
  - Discussion about the search for a new Property Manager
  - Position is still being advertised
  - Two applicants so far but no one suitable
  - In the meantime grounds man Dave Chamberlain is assisting with some jobs

- 1 • Paul Knighton and family have moved into the Hooks Lane house. This house is owned by  
2 the Ministry and so rent is paid to the Ministry.

- 3  
4 • Comment from Grant that there must be clear guidelines given regarding the role and  
5 responsibilities of the Property Manager.  
6 • Clarification required about working hours, especially with regard to the weekend patrols  
7 (noted that the house is not being offered with the job)

8  
9 • **Health & Safety**

- 10  
11 • Rebecca keen to assist with review of Risk register.

12  
13 **76/18 move THAT the Business Managers report is received – Robyn - carried unanimously**

14  
15 **77/18 move THAT the Property, Finance and Health & Safety reports are received –Jude/Gary**  
16 **carried unanimously**

17  
18 **8. Principals Report**

19  
20 Request from James that the numbers in each year level are included at the top of the Principal's  
21 Board report.

22  
23 **Report from Anne Bailey**

- 24  
25 • Proposing a phased process to gather data  
26 • Would like to include a colleague – Chris Cowan – who is currently working with a  
27 Wellington school in a similar method  
28 • Board would like to see an example from Chris of the kind of data she has collected.  
29 • Proposal fits well with SLT appraisal  
30 • Proposed budget to get started \$6,000  
31 • Falls under the jurisdiction of the Community Engagement committee.

32  
33 **78/18 move THAT the proposal is approved in principle including the need for a \$6,000 budget –**  
34 **Grant/James – carried unanimously**

- 35  
36 • Community of Learning information to be provided to the Board by November 2018  
37 • Data tracking – request to see more analysis of data and inclusion of numbers of students  
38 in each cohort.  
39 • What does the data tell us?  
40 • What actions are taken based on the data received?  
41 • ERO raised the question of data tracking at Years 9 & 10. Grade Point Average tracking has  
42 been introduced at these year levels.  
43  
44 • Discussion about Pastoral report.  
45 • High number of incidents at Year 10  
46 • Acknowledgment of the work that goes into events like Matariki and the School Ball. Thank  
47 you to all involved.  
48 • Pretty Smart talk – very successful talk attended by all girls in Years 7-9, including a group  
49 from Waiheke Primary. Would like to do this again and include boys.  
50 • Student Leaver Profile – Jude has requested community comment and feedback from the  
51 Alumni. Grant – how does this profile reflect our community?  
52 • Wellbeing Survey – bullying stands out as main issue.

- 1 • Zane has noticed that interest in Peer Mediation has dropped significantly and he is going  
2 to try and raise the profile of this group to get more support.  
3 • Zane will speak with the counsellor to try and get some traction about the Wellbeing Survey.  
4

5 **79/18 Move THAT the Principals Report be received – Robyn - carried unanimously.**  
6

## 7 **9. Complaints Policy Review** 8

- 9 • Grant doesn't think it spends enough time talking about direct resolution trying to work  
10 things out. In terms of the harassment policy, it doesn't talk about contact people – first  
11 points of contact.  
12 • Language could be more age appropriate.  
13 • Need to talk about formal and informal complaints  
14 • Protected disclosure statement to be added  
15 • Theft and fraud  
16 • Concern about it being called a Complaints Policy.  
17 • James and Grant will review this policy and report back to the Board  
18

## 19 **10. Māori Education** 20

- 21 • Jude has spoken to both Primary Schools and they are keen to advance the idea of an  
22 extension class for Te Reo Learners from Years 5-9. This would have a focus on growth of  
23 writing and reading of Te Reo Māori.  
24 • This was to have been run by Pita Mahaki but he now finds that he is time-pressed as he  
25 has 5 Te Reo students at Year 10.  
26 • Discussion about the need for a Maori Committee to oversee the ideas for the growth of  
27 Te Reo at the High School. Work alongside the Kuaka and the Primary schools.  
28 • Report back to the Board at the next Board meeting.  
29

## 30 **11. Matters Arising and Minutes of Previous Meeting** 31

32 Discussion about Page 4 – co-option discussion.  
33

34 **69/18 move THAT the discussion held be moved to in-committee minutes – James/Paora –**  
35 **carried unanimously**  
36

37 **80/18 Move THAT the minutes submitted for the board meeting held on 2 July 2018, with above**  
38 **amendments, are true and correct – Emma/Paora - carried unanimously.**  
39

40 **81/18 Move THAT the in-committee minutes submitted for the board meeting held on 2 July 2018,**  
41 **with above amendments, are true and correct – Emma/Jude - carried unanimously.**  
42

## 43 **12. AOB** 44

45 The meeting closed at 9.30pm. The next meeting of the Board of Trustees will be held on Tuesday,  
46 25<sup>th</sup> September 2018 at 7.00pm.