

1                                   **MEETING OF THE WAIHEKE HIGH SCHOOL BOARD OF TRUSTEES**  
2                                   **TUESDAY 29 MAY 2018 at 7.00PM**

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4   **Present:** Robyn Woodall, Maree O’Brien, Paora Toi Te Rangiuiaia, Emma Musson, Gary Wilton &  
5   Jude Young

6  
7   **Apologies:** Rebecca Goodenough

8  
9   **1. Submissions & Deputations**

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11   **2. Karakia**

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13   **3. Matters Arising**

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15   Letter from Piritahi Marae has been emailed to Brenda Harrington.

16  
17   Page 3, Line 21 – remove Charter was non-consultative as this is incorrect.

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

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21   ***37/18 Move THAT the minutes submitted for the board meeting held on 10 April 2018, with above***  
22   ***amendments, are true and correct – Maree/Paora- carried unanimously.***

23  
24   ***38/18 Move THAT the in-committee minutes submitted for the board meeting held on 10 April***  
25   ***2018 are true and correct – Robyn carried unanimously.***

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27   **5. In committee Correspondence**

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29   ***39/18 Move THAT the in-committee correspondence be received – Maree/Jude carried***  
30   ***unanimously***

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32   **6. Correspondence**

- 33  
34       • Letter to Isabel Evans (Director of Education for Auckland) regarding support for a Special  
35       needs Satellite Class/Unit to be established in a vacant building that currently stands  
36       between Te Huruhi and Waiheke High School.  
37       • This building has wheelchair access and is open plan.  
38       • Year Groups - 6-13 (would sit within the High School)  
39       • Segregation is not an issue, the students are still part of the wider school community.  
40       • No timeframe as yet.

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42   ***40/18 move THAT leave for Trudie Jamieson from 5/09/2018 – 17/09/2018 is approved –***  
43   ***Emma/Gary carried unanimously***

44  
45   Tony Sears sabbatical:

- 46       • This is a scholarship application – there is no cost to the school  
47       • Refreshment leave plus development leave  
48       • Tony has 18 years as a DP  
49       • Growing staff is important to ensure sustainability and growth of staff  
50       • There is the back up within the school senior management to cover absence of this type  
51       • Objection from Paora /agreement from all other Board members.

1  
2 **41/18 move THAT the Board approves Tony Sears' application for a Secondary Senior Manager's**  
3 **Sabbatical in Term 3, 2019 – Robyn - carried unanimously**

4  
5 **42/18 move THAT the Board endorses the Year 9 Mountain Camps for 2018 – Maree/Emma**  
6 **carried unanimously**

7  
8 **43/18 Move THAT the correspondence be received –Robyn/Emma carried unanimously**  
9

## 10 **7. BOT Annual Work Plan**

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- 12 • Board would like to review the school's complaints policy this year as suggested by the
- 13 PPTA.
- 14 • Robyn has printed policies from other schools as a guideline and ours seems to be on a par
- 15 with many of these.
- 16 • A separate committee to be appointed to look at the complaints policy
- 17 • Jude will speak with PPTA about their concerns
- 18 • Sub-committee will be Jude, Emma and Maree
- 19
- 20 • Board to consider staggered elections and
- 21 • Review of the Standing Orders
- 22 • NZSTA to assist with this process
- 23 • Sub-committee - Jude, Gary, Paora, Robyn
- 24 • Timeline – end of August
- 25
- 26 • Annual Plan – soft copies emailed to the Board.
- 27

## 28 **8. Sub Committee Reports**

- 29 • **Finance**
- 30

### 31 ***Schedule of Delegations***

32  
33 **44/18 move THAT the Board approves the Schedule of Delegations – Robyn/Emma carried**  
34 **unanimously**

35  
36 **45/18 Move THAT the Board approves payments from 1 to 31 March totalling \$350,779.39 and**  
37 **from 1 to 30 April totalling \$164,748.43 – Maree/Emma carried unanimously**

38  
39 **46/18 move THAT the Board accepts the 2017 Audited Financial Accounts – Maree/Gary carried**  
40 **unanimously**

- 41
- 42 • **Property Report**
- 43

- 44 • Thefts have been reported to the Police.
- 45 • Discussion about how these items might have been removed from school grounds and
- 46 security around the school during holiday periods.
- 47 • School looking at security cameras
- 48 • Suggestion that school property is painted with fluro-paint also.
- 49 • Capital assets report to be completed (Trudie Jamieson)
- 50 • Discussion about the clearing out that is being done around the school at present.
- 51

52 Questions from staff about Tim Kay and his role -

- Tim is paid 16 hours per week
- He has set up Friends of the School group which ensures continued involvement of parents between Primary School and High School.
- Set up of an Alumni – list is now complete and is made up of 18 people (past students). People range from very recent students and people who were at school in Blackpool.
- Set up of the WHS Charitable Trust (previously Scholastic Trust).
- Marketing of the school – Jude to discuss this further with Tim.

## Staff Housing

- Jude will be speaking with Sandra Orr later this week.
- Possible issue of Board property on MOE land.
- Refurbishment of classrooms due to start in Term 4
- Hold up with roofing due to weather but should be on track by July holidays
- Paora has had an offer from Whaea Huhana's son in law to assist with the hospitality upgrade

**47/18 move THAT the Business Managers report be received - Maree/Zane carried unanimously**

**48/18 move THAT the Property & Finance reports be received –Paora/Gary carried unanimously**

## 9. Principals Report

- Discussion about the falling roll
- Board members are aware of a perception out in the wider community that Waiheke High School is not good enough, the Board is not good enough and/or the Principal is not good enough
- Many positive things about Waiheke High School are not celebrated in the community. For example, ten students have left school because they have gained apprenticeships. This is a very positive thing for the whole community.
- WHS academic results are excellent and we rate extremely well with other decile 7 schools around the country. Often we are punching well above our weight for a small school.
- WHS offers a number of pathways for students and there is strong evidence that this will become a prime focus at Level 1 in the future.
- WHS has no enrolment policy – we accept everyone at our school and therefore must cater for a wide-range of needs.
- Some parents will always prefer private, religious or same-sex schools for their children
- It is important that we are all talking about the successes at Waiheke High School
- Some perception that there are no consequences for poor behaviour and/or bullying.
- Poor understanding of what restorative practice is – also among teaching staff
- Hearsay means that some members of the community vote with their feet and do not even come and visit the school and meet with staff before making a decision.
- Community awareness about the role of the Board is limited
- There are indications that parents would like more involvement with the High School.
- Parent events?
- Address the community/survey the community?
- What do they want?

Proposal from Emma:

- 1 • Board to hold a Meet the Candidates evening before voting in the current by-election. This
- 2 will also give an opportunity for the Board to introduce themselves and for community to
- 3 ask questions.
- 4 • Third party who can design an approach to the community?
- 5 • Small parent meetings led by Board members and existing parents/focus group
- 6 • Working Sub-committee – Emma, Gary, Jude
- 7
- 8 • Rebecca Rose acknowledged for her work on Wellbeing in the school.
- 9

- 10 Discussion about single parent families raising boys
- 11 • Can only set an example at school and our own expectations – what happens after hours is
  - 12 harder to manage/change
  - 13
  - 14 • More training needed for teachers on Restorative practice
  - 15

16 **49/18 Move THAT the Principals Report be received – Robyn /carried unanimously.**

17

18 **10. Board Assurance Statement and Self Audit Checklists**

19

20 Section 6

21

22 **11. Maori Education**

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25 **12. AOB**

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27 **By-election update from Returning Officer.**

28 Currently 2 nominations received. Nominations close on 5<sup>th</sup> June 2018.

29

30 Community question and answer session to be held around 12<sup>th</sup>/13<sup>th</sup> June. Coffee with the

31 candidates (keep this informal, opportunity for candidates to introduce themselves, opportunity

32 for community to ask questions).

33

34 The meeting closed at 9.15pm. The next meeting of the Board of Trustees will be held on Tuesday,

35 26<sup>th</sup> June 2018 at 7.00pm.