

1 **MEETING OF THE WAIHEKE HIGH SCHOOL BOARD OF TRUSTEES**
2 **WEDNESDAY, 13th NOVEMBER 2019 at 6.00PM**
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4 **Present:** Robyn Woodall, Maree O'Brien, Brent Simpson, Grant Duffy, James Petronelli, Jude
5 Young, Jane Scorey & Molly Davidson.

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7 **Apologies:** Gary Wilton, Paora Toi Te Rangiuiaia
8 Business Manager Trudie Jamieson attended meeting.
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10 **1. Presentations & Deputations**
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12 **2. In committee Correspondence**
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14 **110/19 Move THAT the in-committee correspondence is received –Robyn/Maree carried**
15 **unanimously**
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17 **3. Correspondence**
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19 **111/19 Move THAT the correspondence is received – Robyn/Maree - carried unanimously**
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21 **4. Sub Committee Reports**

- 22 • **Finance**
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24 **Discussion points:**

- 25 • Finance committee would like a draft budget for the Striving for Success project. Grant
26 and Trudie will work on this together.
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Action	Actioned by:	Timeline:
Draft Budget for Striving for Success project (2020)	Grant Duffy Trudie Jamieson	11 th December 2019

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29 **112/19 Move THAT the board approve payments from 1 to 31 August for \$142,631.81 and from**
30 **1 to 30 September for \$143,759.68. Maree/Robyn – carried unanimously**
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- 32 • **Property Report**
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34 **Discussion points:**

- 35 • New Build – there are delays but there is a plan in place to deal with opening in 2020.
- 36 • Claire Mummery has been in looking at landscaping and has provided a list of trees
37 appropriate for the site.
- 38 • Refurbishments – first job will now be the new Food room and tuck shop. Other
39 refurbishments will happen in phases.
- 40 • Impact of liquidation – MOE will pick up this cost.
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- 42 • **Health & Safety – No meeting held.**
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44 **113/19 move that the Business Managers report is received – Maree/Grant - carried**
45 **unanimously**
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47 **114/19 move that the Finance and Property Reports are received – Maree/James- carried**
48 **unanimously**

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• **Striving for Success**

Discussion points:

- Steering Group continues to meet.
- Raul is running a workshop on 22nd November at the school.
- Niki has sent her contract for the communications audit. Some questions about the cost as it seems to be more than the Board originally agreed.
- Niki and Grant have drafted a piece for the newsletter and the Gulf News.
- Board would like to see the steering group meeting minutes.
- What are the next steps for the Striving for Success committee.

5. Principals Report

Discussion points:

- Annual Plan will be updated and come to the Board in December.
- Timetabling at Year 7 & 8 – inquiry model to be added.
- Year 11 Outdoor Education will not run in 2020. Low uptake is possibly because ODE is based on Unit Standards rather than Achievement Standards.
- Report on Careers for 2019
- WaiCol Achievement standards. Looking at the funding model.
- Across Schools and In School teachers.
- Currently fully staffed for 2020.
- New format for Data tracking.
- Tupu Mai programme update – designed to encourage Years 7,8 & 9 in Te Reo Maori.
- Low uptake of students for Te Reo in 2020. Jude has met with Maori faculty to see how to address this. Looking at changes to the programme to involve more hands on options, e.g. sculpting.
- Possibility of compulsory Maori at Year 9 (2021).

115/19 move THAT the Principals Report be received – Jude/Grant carried unanimously.

116/19 move THAT both the Data tracking and Pastoral reports are received – Robyn/ - carried unanimously

6. Donations Scheme

Discussion points:

- Letter from the Faculty Leaders that supports the September Board decision to opt out of the \$150 donation scheme.
- Thanks to Trudie and Jude for the extra information provided to the Board.
- BYOD programme – currently the school does provide Chromebooks where students cannot bring their own. They are used during the day and returned at the end of the day.
- Graphics calculators – why can a device not do this function? Device not allowed into an NCEA exam.
- New information regarding opting in or opting out – Boards can opt in and out from year to year.
- Our points of difference mean that we can justify easily why we should opt out of the scheme.
- Overnight camps – advice from the Ministry is that we can charge for overnight camps and therefore this should not be stated as a reason to not opt-in.

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- Curriculum trips are treated differently. These are attached to Achievement Standards. Faculties have been asked to look at combining trips/camps and achievement standards.
- The School has been looking at how to reduce costs to parents overall.
- After further discussion the Board is determined to stick to their original motion in September to opt out of the \$150 donation scheme.
- It has been suggested that the three schools put together an explanation for the Waiheke Community that explains each school’s decision regarding the donation scheme.
- The High School will have a separate statement to make whilst acknowledging the joint conversations and discussions.
- Regarding the recommendation that the school does not ask for School donations in 2020 – currently around 38% of parents pay the school donation (\$175/\$250). Defer any decision to the December meeting.
- Suggestion that Friends of the School request a donation from parents for exact items – e.g. new equipment for the new classrooms.
- Confirmation of the Board’s decision to be given to parents within the next two weeks.

Action	Actioned by:	Timeline:
Notification to the school community regarding the schools decision to ‘opt-out’ of the \$150 Donation Scheme.	Robyn & Jude	By the end of November/completed

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Action	Actioned by:	Timeline:
Information for the Board regarding the implications of not requesting a School donation in 2020.	Principal & Business Manager	12 th December 2019

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Board members did not appreciate the wording of the letter or its emotive content. The Board hopes that the staff would expect them to always act in the best interests of the school, the staff and the students.

The Board is concerned the letter strongly suggests that the FL’s believe the Board were deciding to ‘opt-in’ to the \$150 Donation Scheme, however, this has never been minuted or suggested by the Board. The tone of the letter is inappropriate.

Some ambiguity over who has actually written and signed the letter.

Jude informed the Board that the FL of Science, Katherine Cole, does not agree with the emotive tone and content of the letter.

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- The Board wishes to reassure the staff that they always have the best interests of the school at the heart of their decisions. It is imperative that the Board has the most accurate information available to assist with decisions.
- The Board will write a response to the Faculty Leaders in reply to their letter.
- Letter to be circulated to Board members for input.

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The Board is in full agreement that Waiheke High School should opt out of the \$150.00 Donation Scheme and the following motion stands:

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“101/19 move THAT the Waiheke High School Board of Trustees chooses to not opt-in to the Donations Scheme due to the severe limitations the scheme would place on our teaching and learning programmes – Jude/Maree – carried unanimously”

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7. Minutes of Previous Meeting and Matters Arising

1 **117/19 Move THAT the minutes submitted for the board meeting held on 23 September 2019 are**
2 **true and correct – Robyn/Grant - carried unanimously.**

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4 Remove lines 9, 10 & 11 of Page 1 of the in-committee minutes.

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6 **118/19 Move THAT the in-committee minutes, with the changes suggested, submitted for the**
7 **board meeting held on 23 September 2019 are true and correct – Robyn/Jane - carried**
8 **unanimously.**

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10 **119/19 Move THAT the minutes submitted for the board meeting held on 30 October 2019 are**
11 **true and correct – Robyn /Grant - carried unanimously.**

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13 **8. AOB**

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 - Senior Academic Prizegiving – Formal congratulations are extended to the Staff and School. It was a very successful night, great spirit in the room. Brilliantly run by the Head Boy and Head Girl. The Board wishes to acknowledge all the prize winners.
 - Letter to go to all Prizewinners, staff and the Year 13 Graduates to congratulate them.
 - A parent has been speaking with Jude regarding her concerns about 5G. This parent may request to speak with the Board at some point.

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Action	Actioned by:	Timeline:
Letter to be drafted to go to all Prize winners and all Year 13 Graduates.	Board Secretary Board Chair	18 th November 2019

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24 **Review & Evaluation of Meetings**

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 - Decision Making (see attachment)

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28 Meeting closed at 8.00pm. Final Board meeting for 2019 to be held Thursday, 12th December
29 2019 at 6.00pm.