

1                                   **MEETING OF THE WAIHEKE HIGH SCHOOL BOARD OF TRUSTEES**  
2   **WEDNESDAY, 7 JULY at 6.00PM**

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4   **Present:** Robyn Woodall, Jude Young (Principal), Jane Scorey, Gary Wilton, Paora Toi Te  
5   Rangiuai, Maree O’Brien & James Petronelli.

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7   **Apologies:** Brent Simpson

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9   **Presentations & Deputations**

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11       **1. Karakia**

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13       **2. In committee Correspondence**

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15       ***07/21     Move THAT in terms of Section 47 of the Local Government Official***  
16       ***Information and Meetings Act 1987, the public be excluded from this meeting because***  
17       ***the Board wishes to discuss matters relating to staff and students for the reason that***  
18       ***discussion of these matters in public would infringe on the privacy of a natural person***  
19       ***under Section 9 (2) (a) of the Official Information Act. Robyn – carried.***

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21   *The meeting moved into in-committee at 6.05 pm*

22   *The meeting moved out of in-committee at 6.15 pm*

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24   ***49/21 Move THAT the in-committee correspondence is received – Robyn/Jude carried***  
25   ***unanimously***

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27       **3. Correspondence**

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29   ***50/21 move THAT the Board authorise Nathan Musson to apply to the NZCT (NZ***  
30   ***Community Trust) for a grant for their July 2021 meeting for travel costs for the Waiheke***  
31   ***High School AIMS Games Rugby team for the September 2021 tournament. The sum of***  
32   ***\$1,948 excl GST – Jane/James carried unanimously***

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34   ***51/21 move THAT the correspondence is received – Robyn/Jane carried unanimously***

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36       **4. Sub Committee Reports**

- 37       • Finance –

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39   **Discussion points:**

- 40       • Recommendations from the Finance and Property committee.

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42   ***52/21 move THAT the board approve payment of invoices from 1 May to 30 May 2021***  
43   ***for \$165,844.58 plus GST -Maree/Paora - carried unanimously***

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45   **Property Report**

46   **Discussion points:**

1 Cost of water and effluent covered by WHS. Discussions are underway with Te Huruhi to  
2 spread this cost in the future and Te Huruhi will take over responsibility for monthly  
3 checks of the bore.

4 There are eight houses connected to the effluent field.

5 Damage to the WHS bore over the summer caused by a sprinkler left on for a long period.

6 Removal of trees in the effluent field. Estimated final cost will be around \$400k. WHS  
7 funded to \$90k through our 5YA.

8 Jude is working on accessing funds from an Emergency fund for removal of trees from  
9 Section 2.

10 Jude has sourced trees to replace those removed.

11 Fence - Stephen Lynch was in school today. The fence will be completed by the end of the  
12 Term 3 holidays.

13 Increase of carpark costs.

14 Graeme Todd's contract extended to the end of July.

15 Caretaker house – contractually, part of the caretaker's role is to do the security of the  
16 school in exchange for house and low rent.

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18 ***53/21 move THAT the board approve funding towards carpark and paving of an***  
19 ***additional \$10,000 plus GST – Maree/Paora carried unanimously***

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21 • **Health & Safety**

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23 ***54/21 move that the Business Managers report is received – Maree/Robyn - carried***  
24 ***unanimously***

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26 ***55/21 move that the Finance, Property and Health & Safety reports are received –***  
27 ***Maree/Jane - carried unanimously***

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29 **5. Principals Report**

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31 **Discussion points:**

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• Roll fluctuations including exclusions, uplift's from Oranga Tamariki and families moving overseas. This also being experienced by the two primary schools.

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• Creative Industries faculty review – new Faculty Leader in this faculty who is working hard to get the faculty operating as a cohesive team.

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• Work being done with Year 12 students to support them. Workshops operating during the holidays in week 2. The Board acknowledges the staff who take time out of their holidays to assist these students.

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• Proposed new cellphone policy – concern has been raised by teachers and parents about the inappropriate use of cellphones by Year 7 & 8 students. They use data rather than our Wi-Fi to access sites that are blocked on our Wi-Fi. Proposal is a trial at Years 7 & 8 in Term 3 & 4 with a view to extend the ban to Years 9 & 10 for 2022. This is something has been done across other schools in NZ. The board fully supports this proposal.

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• Great Matariki celebrations last Friday. Jude has requested that the Matariki day be reviewed, as the provision of the hangi especially, is becoming a very expensive exercise.

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• Waiheke Education Trust – the Board is supportive of this initiative.

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1 **56/21 move THAT the Principals Report is received – James/Jane carried unanimously.**

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3 **6. Minutes of Previous Meeting and Matters Arising**

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5 **57/21 Move THAT the minutes submitted for the board meeting held on 26 May 2021 are true and correct – Robyn/Paora - carried unanimously.**

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8 **58/21 Move THAT the in-committee minutes submitted for the board meeting held on 26 May 2021 are true and correct – Robyn/Jane - carried unanimously.**

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11 **7. AOB**

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13 Recommendation from James that a Cup is dedicated to Grant. Supported by the Board.  
14 James & Robyn will discuss what the criteria could be with Kevin Glover and Louise  
15 Waghorn.

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Action	Actioned by:	Timeline:
Decide criteria for a Cup dedicated to Grant Duffy <i>(criteria for existing cups at Year 11 &amp; 12 provided by Board Secretary).</i>	James Petronelli and Robyn Woodall	25 August 2021

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18 **Jude left the meeting at 7.20 pm**

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20 **Succession planning**

21 Discussion about whether or not the vacancy left by Grant's death needs to be filled.  
22 Robyn has had members of the community show some interest.

23 Suggestion to invite interested people to come along to the September meeting and ask  
24 them to share information with the Board about why they want to be on the Board.

25 **NB. NZSTA guidelines on filling a casual vacancy outline the timeline for this process.**

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Action	Actioned by:	Timeline:
Decision to fill the vacancy with a by-election or by selection.	Board	4 August 2021

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28 **Principal Appraisal**

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- Completed by Tom Parsons after Adam Cels was unable to do this.
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31 **Update on Principal recruitment**

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- Principal position advertised in the Education Gazette approx. 2 weeks ago. To date, 29 packs sent to interested parties. Applications close at the end of July.
  - Once Edsol receive an application, they do all the background checking of registration, identification, online presence and referees.
  - The Board will receive a detailed list of each candidate including commentary regarding their suitability.
  - Short listing process
  - Plan for a potential candidate to meet with iwi and staff members before their interview.
  - BOT has asked for a brief from Edsol that can be shared with the community.
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- 1       • Hoping to confirm appointment by 19 August. If there is no appropriate candidate,  
2       Edsol will stay with us until we do have the right person. There are no further  
3       costs.  
4       • Four potential candidates have requested a visit the school.  
5       • Maree is adamant that the full Board must be involved in the interview process.

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7       **4th August meeting tbc** for Board to discuss what happens next, if Edsol are able to  
8       provide an update on applications by that date.

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10       **8. Board Evaluation – Leadership**

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12       The meeting finished at 8 pm. The next Board meeting is due to be held on Wednesday 25 August  
13       at 6.00 pm.

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