

**MEETING OF THE WAIHEKE HIGH SCHOOL BOARD OF TRUSTEES
WEDNESDAY, 9 MARCH at 6.00PM**

1. **Present:** Robyn Woodall, Mikaere October (Principal), Jane Scorey, Nick Crawford, Gary Wilton, Ella Singh & Brent Simpson.
- 2.
3. Apologies: James Stainton, James Petronelli & Paora Toi Te Rangiuiaia
- 4.
5. **Presentations & Deputations**
- 6.
7. **Karakia**
- 8.
9. **Presentation from the Sustainability Group**
10. Ella, Genevieve, Cody and Jude presented to the Board on behalf of the Sustainability group. They have a proposal to reduce waste in the school that will require some financial assistance in the first phase of the project.
11. A copy of the presentation is available in the Board notes.
12. The Board agreed, in principle, to support the initiative and was very impressed with the presentation from this group.
- 13.
14. **Presentation from Johnny Keevill**
15. Johnny has been invited to do an Atlantic Rowing Race and is requesting 20 days of leave during term time, 10 days of unpaid leave at the end of Term 2 and 10 days of paid Professional Development at the end of Term 4.
16. A copy of his presentation is available in the Board notes.
17. Board chair Robyn Woodall confirmed that that Board defers to the Principal in these decisions and recommended that Mikaere and Johnny meet to discuss this leave request further. Mikaere will then report to the Board.
- 18.
19. All Board members introduced themselves to our new Student Rep, Ella Singh.
- 20.
21. ***10/22 Move THAT in terms of Section 47 of the Local Government Official Information and Meetings Act 1987, the public be excluded from this meeting because the Board wishes to discuss matters relating to staff and students for the reason that discussion of these matters in public would infringe on the privacy of a natural person under Section 9 (2) (a) of the Official Information Act. Robyn – carried.***
- 22.
23. **3. In-committee correspondence and general correspondence**
- 24.
25. **The meeting moved into in-committee at 6.30 pm**
26. **The meeting moved out of in-committee at 6.32 pm**
- 27.
28. ***11/22 move THAT the Correspondence and the In-committee correspondence is accepted - Robyn/Jane – carried unanimously***
- 29.
- 30.
- 31.

- 32.
33. **4. Sub-committee Reports**
34. **Finance**
35. **Discussion points:**
36. Mikaere provided an update about the current review regarding Chromebooks and devices in the School. An audit has been conducted with all students to assess how many of our students do not own or have access to a device for school. This has indicated that the majority of students do have their own device.
37. The School is looking at a long term plan to ensure all students have their own device and we are looking at the barriers that some families face in obtaining devices for school. Also looking at centralising our current Faculty Devices to be checked out whenever they are required.
38. Have also discussed the option of going fully BYOD in 2023.
39. Ella confirmed that computers are now an integral part of education and used every day in nearly every class.
- 40.
41. ***12/22 move THAT the board approves payment of invoices from 1 November to 31 December 2021 for \$452,587 plus GST – Jane/Robyn - carried unanimously***
- 42.
43. ***13/22 move THAT the Board accept quote of \$5,882.39 incl GST for 4 Computers for Admin and Library staff to replace current aging computers – Nick/Jane – carried unanimously***
- 44.
45. **Property Report**
46. **Discussion points:**
47. Mikaere and whanau are moving in the Hooks Lane house and the MOE has confirmed this house can be used as a rental property for staff.
48. 4a Alison Road is now vacant and can be used for recruitment.
49. Ronie Richeux has resigned from her position as Seaports, Outdoor Education and Maths teacher and finishes at the end of Term 1.
50. Tony Wood will be moving into the Seaports/Outdoor Education role, with some assistance from Rebecca Rose.
51. The school will look to appoint a new PE/Health Teacher.
52. Question regarding the application for an exemption to isolate for Property and Cleaning staff – these guidelines have now changed and we are able to use RATs to ensure staff can safely be onsite. The school has obtained a small number of RATs for use by critical staff members.
- 53.
54. ***14/22 move THAT the Board accepts the quote for \$5,741 incl GST to replace the moving deck for the mower – Nick/Mikaere – carried unanimously***
- 55.
56. **Health & Safety**
57. **No discussion**
- 58.
59. ***15/22 move THAT the Business Managers Report is received – Nick/Mikaere – carried unanimously.***
- 60.

61. **16/22 move that the Finance, Property, Health & Safety reports are received**
–Nick/Mikaere - carried unanimously

62.

63.

64. **5. Principals Report**

65. **Discussion points:**

66. Mikaere has been reviewing the current Strategic plan and redrafting some of the goals to make them more specific.

67. Excellent results reported at Level 3 for 2021. Level 2 students clearly needed more support. Endorsements followed the same pattern and the UE results are exceptional for 2021.

68. Currently looking to put in early interventions with our 2022 Year 13 students to plug the gaps of the past 2 years.

69. Three Gulf News articles this term and Nick suggested we look at putting articles in the Weekender also.

70. Mikaere and Demelza are working on a Marketing plan for the school, including Social Media, our website and communications to the community.

71. Considering combining future marketing of our International programme with overall school marketing. In the past, this has been done separately.

72. Junior school assessment is inconsistent and the Kāhui Ako is working on clearer transition requirements for Waiheke tamariki, including looking at what level of the curriculum they are at when they begin Year 7. Leadership of this project would be for one of the new Assistant Principal roles.

73. Working through the timetable changes and staffing requirements for Claire Mahaki's leave this term.

74. Staffroom and staff toilets are now complete.

75. Rebecca Rose, Rachael Wheeler and Mikaere are working through a review of Food and Drink in the school, including the Tuckshop. Mikaere was immediately concerned by the sugary drinks sold at the Tuck Shop, the lack of healthy choices and the price of the food.

76. Rebecca Rose is creating a survey for our students, staff, the Board and community to get their views.

77. The current canteen contract has not been reviewed since 2017. NAG 5 relates to Food and Nutrition in schools and the provision of healthy options. In addition, the tuck shop generates a lot of rubbish and non-recyclable packaging is often used.

78. Students feel that the food is expensive but they like the staff.

79. NAG 1 – improving Maori achievement. Mikaere looking to incorporate our Maori Strategic Plan with our overall school Strategic Plan. All key indicators show that our Maori students are under achieving significantly.

80. Appraisal system for teaching staff.

81. Attendance rate is probably around 60-70% at present due to Covid-19. This is better than many other schools and attendance during the pandemic has declined overall. Looking at improvements to pastoral processes to assist with attendance levels.

82. Discussion about the whanau teacher role.

83. Annual Plan 2022 – Mikaere would prefer to complete the Strategic Plan and Charter before completing the Annual Plan for 2022. No plan to change anything

significant but trying to make it easier to understand. These documents will be presented at the next Board meeting in April.

84. Analysis of Variance 2021 – completed and slight change to the layout.

85.

86. ***20/22 move THAT the Principals Report is received – Robyn/Brent carried unanimously.***

87.

88. **6. Minutes of previous meeting**

89.

90. ***21/22 Move THAT the meeting minutes submitted for the board meeting held on 2 February 2022 are true and correct – Robyn/Jane - carried unanimously.***

91.

92. **7. AOB**

93.

94. **Year Work Plan and Yearly Board Assurances**

95. A year work plan was requested by James Stainton. This proposed plan comes from NZSTA and can be adapted for our Board.

96.

97. **Set Election Date for September 2022**

98. The Board agreed that the Voting day be 21 September 2022. The first Board meeting for the new Board will be on 28 September 2022.

99.

100. **School Docs Review Term 1**

101. Review to be scheduled in the next Board meeting and screened on the TV.

102.

103. **8. Board Evaluation – Decision making**

104.

105. The meeting closed with a karakia at 8.00 pm.

106. The next Board meeting will be held on 13 April 2022.