

## Waiheke High School Board Meeting Minutes dated Wed 29 March 2023 at 6:00pm

### Present:

Mikaere October (Principal), Carmen Parahi, Ella Singh (Student Rep), James Petronelli, Nick Crawford, Rebecca Daly-Peoples, Nesrin Kennedy (Staff Rep) and Debbie Yardley.

### Apologies:

James Stainton, Jayme Kitiona

### Absent:

1. **1. Karakia**
- 2.
3. **2. In-Committee Correspondence and General Correspondence**
- 4.
5. ***19/2023 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. - James Petronelli / carried unanimously***
- 6.
7. The meeting moved into In-Committee at 6:02pm
8. The meeting moved out of In-Committee at 6:04pm
- 9.
10. There is no General Correspondence to be received by the Board at this time.
- 11.
12. ***20/2023 Move THAT the In-Committee Correspondence is received. - Rebecca / James P carried***
- 13.
14. **3. Sub-Committee Reports – Property & Finance**
- 15.
16. Property & Finance Sub-Committee Chair, Nick Crawford, asks if there are any questions regarding the Property & Finance Report or Minutes dated 22 March.
- 17.
18. The Board asks for an explanation of the school's deficit from 2022. Mikaere answers the school was well aware it was going to run over budget last year.
19. The main reasons for the deficit were the significantly higher operating costs due to being open for a full year for the first time in 3 years; combined with a lower school roll at that time. This year, the 2023 Operational Budget is much healthier due to the return of our International students and an increase of over 40+ new enrolments. Mikaere emphasises the most important factor to consider

- 20.
21. regarding the 2022 deficit, the auditors were satisfied with the school's operational figures; it's common for schools to go into more significant deficits than the one we experienced last year.
- 22.
23. There was a brief discussion about the whare wananga. It was agreed to continue this conversation at a later date.
- 24.
25. There was discussion around professional development and its use at the school.
- 26.
27. ***21/2023 Move THAT the board approves payment of invoices from 1 January to 28 February, 2023 for \$357,211 plus GST - Carmen/James P carried***
- 28.
29. ***22/2023 Move THAT the board approves the weather protection measures around the school lift to stop water egress into the lift cavity. Refer to the Infratel quote \$9,598 plus GST - Debbie/ Mikaere carried***
- 30.
- 31.
- 32.
33. ***23/2023 Move THAT the Board accepts the Finance & Property Report & the Meeting Minutes dated Wednesday 22 March, 2023 - Carmen / James P carried***
- 34.
35. **3. Sub-Committee Reports – Health & Safety Committee Meeting Minutes**
36. If the Health & Safety Committee ever has any queries regarding a Waiheke High School policy or procedure, James Petronelli encourages the committee to treat SchoolDocs as their go-to reference point.
- 37.
38. ***24/2023 Move THAT the board receives the Health & Safety Meeting Minutes dated 20 March, 2023 - James P/Mikaere***
- 39.
40. **4. The Principal's Report**
- 41.
42. The Principal's Report shows Term One has been heavily disruptive due to multiple severe weather events and two Strike Action days. To date, we've lost 6 school days.
- 43.
44. The first Teacher Only Day for 2023 will be on 24 April, with the main focus being the NCEA changes the MoE requires all NZ high schools to implement in 2024. The following day will be ANZAC Day; then students will return to school on Wed 26 April.
- 45.
46. Mikaere informs the Board, WHS has two new counsellors starting soon. Both are Waiheke locals and they will share the counselling role.
- 47.
48. The marae based program 'Resolution' at Piritahi Hau Ora has been recently updated and is being renamed. The new changes to this program mean WHS can

- 49.
50. refer students for treatment to all types of addiction, including addiction to screen time, gaming and so forth.
- 51.
52. We have secured funding for a new Truancy Officer.
- 53.
54. Mikaere speaks to Waiheke High School's goal of 90% attendance. This rate of attendance shows a high chance of achieving within school.
- 55.
56. Mikaere recently began including all students in general correspondence and newsletters sent out to caregivers. Students have thanked him for including them.
- 57.
58. **The Academic & Pastoral Reports**
- 59.
60. The Academic Report shows new enrolments and returning students; where they've come from; why they left or why they returned to Waiheke High School. It's noted there's been a significant increase in Year 11-13 students returning in 2023.
- 61.
62. There has been one stand-down since the last Board Meeting.
- 63.
64. ***25/2023 Move THAT the Board approves the Principal's, Academic and Pastoral Reports for March 2023. - Carmen/Nesrin carried.***
- 65.
66. **5. Minutes from the Previous Board Meeting**
- 67.
68. ***26/2023 Move THAT the Board Meeting Minutes submitted for the board meeting held on 1 March 2023 are true and correct. - Nesrin/ Mikaere carried.***
- 69.
70. ***27/2023 Move THAT the board meeting In-Committee Meeting Minutes submitted for the board meeting held on 1 March 2023 are true and correct. - Nick /James P carried***
- 71.
72. **6. Additional Agenda Items**
- 73.
74. **The Faculty Reports for 2022**
- 75.
76. The 2022 Faculty Reports were divided up, each board member was asked to read the report assigned to them, and any pānui was to be emailed directly to Mikaere so he could deliver it back to the Heads of Faculty.

77. In 2023, Mikaere is keen for Faculty Reports to be shorter and more frequent so faculties can more easily implement and measure improvements as they arise throughout the school year. The old process of generating one long annual report at the end of the year, and then having to wait until the following school year to implement any new changes, is simply far too slow. The Board has confidence in the Faculty Leaders and thanks them for the effort put into their 2022 Reports.
- 78.
79. **Review of SchoolDocs Policies & Procedures - Term 1**
- 80.
81. The School Docs core generic policies and procedures up for review in Term 1 are: Student Attendance, Enrolment and Uniform Dress Code. There were no changes required to the policy wording and these 3 policies have been submitted for review.
- 82.
83. The three additional policies specifically up for Board review have been reviewed.
- 84.
85. **Update to the Physical Restraint Policy**
- 86.
87. The Board discussed the changes coming into effect on May 7, 2023 regarding the Physical Restraint Policy. The changes are discussed and minuted.
- 88.
89. ***28/2023 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. - James Petronelli / carried unanimously***
- 90.
91. The meeting moved into In-Committee at 7:25pm
92. The meeting moved out of In-Committee at 7:27pm
93. **Update on the WHS Solar Power Project - Michelle Barber**
- 94.
95. There is a fundraising campaign for the high school's Solar Power Project.
96. In April 2023, a big fundraising push will begin with advertising running on Fullers Ferry sailings throughout the Easter long weekend.
97. The school's goal is to have all solar panels installed by the end of Term 2 in June.

**The meeting closed at 7:36pm with a karakia.**

**The next Board Meeting will be held on THU 1 June, 2023.**

**Summary of Actions from this meeting:**

**ACTION: Mikaere October**

- Rachael Wheeler to seek a 2nd quote for the removal of Classroom D7
- Ask Jayme Kitiona to touch base and report back on the Marae Committee's decision on the removal or deconstruction of D7

**ACTION: Marie Bliss**

- Add Ella Singh onto the WHS Board WhatsApp Group
- As soon as it's ready, email Mr Mahaki's 2022 Faculty Report to Carmen Parahi
- Add the removal of D7 and renovation of D3-D4 as an Agenda item on June 1