

Meeting Minutes of the Waiheke High School Board

Wednesday 23 August 2023 at 6:00pm

Present:

Mikaere October (Principal), Carmen Parahi, Jayme Kitiona, Ella Singh (Student Rep), James Petronelli, James Stainton, Nick Crawford, Rebecca Daly-Peoples, Nesrin Kennedy (Staff Rep), Debbie Yardley & Gretchen Stone

Apologies:

Ella Singh

Absent:

1. **1. Karakia**
- 2.
3. **2. In-Committee Correspondence and General Correspondence**
- 4.
5. There is a brief round table of introductions to welcome our newest co-opted member, Education Lawyer - Gretchen Stone.
6. The board acknowledges this is Ella Singh's final board meeting as our Student Representative and they wish Ella well.
7. The board discusses the Roll Return as at 1 July 2023.
- 8.
9. ***56/2023 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.***
10. - James Petronelli / carried unanimously
- 11.
12. The board meeting moved into In-Committee at 6.10pm
13. The board meeting moved out of In-Committee at 6.12pm
- 14.
15. ***57/2023 Move THAT the in-committee and general correspondence is received.***
16. - Jayme/ Rebecca carried
- 17.

3. Sub-Committee Reports – Finance & Property

18. Sub-committee Chair, Nick Crawford briefly summarises the Finance & Property Meeting from last WED 16 August. The following recommendations were put forward.
- 19.
20. ***58/2023 Move THAT the Board approve the payment of invoices from 1 June to 31 July 2023 for \$161,124 plus GST - Mikaere / Debbie carried***
- 21.
22. ***59/2023 MOVE that the Waiheke High School Board accept the quote from Machinery House to purchase a new table saw for the Creative Industries Faculty for \$5,860 plus GST. - James / Rebecca carried***
- 23.
24. ***60/2023 Move THAT the Board accept the quote from SB Painters for the restain of Whare Toi and the entrance painting for \$11,780 plus GST - Carmen / Jayme carried***
- 25.
26. ***61/2023 Move THAT the Board approve the Finance & Property Report and Meeting Minutes dated WED 16 August, 2023 - Jayme / Carmen carried***
- 27.
28. **3. Sub-Committee Reports – Health & Safety**
29. There are no questions regarding the minutes from the Health & Safety Meeting dated Friday 11 August, 2023.
30. ***62/2023 Move THAT the board accept the Health & Safety Meeting Minutes dated FRI 11 August, 2023 - James P / Mikaere carried***
- 31.
32. **4. The Principal's, Academic & Pastoral Reports**
33. Since the last meeting the PPTA has agreed to a new Collective Agreement.
34. Mikaere had a meeting with Piritahi Marae and Waiheke High School now has a Youth Aid Officer.
35. The Pastoral Report shows that student attendance is significantly higher than this time last year.
- 36.
37. ***63/2023 Move THAT the Board approve the Principal's, Academic and Pastoral Reports for July 2023 - Jayme / Nesrin carried.***
38. **5. Minutes from the Previous Board Meeting**
39. ***64/2023 Move THAT the Board Meeting Minutes submitted for the board meeting held on WED 28 June 2023 are true and correct. - Debbie / Carmen carried.***
40. ***65/2023 Move THAT the board meeting In-Committee Meeting Minutes submitted for the board meeting held on WED 28 June 2023 are true and correct. - Nesrin / James S carried***
- 41.
- 42.

43. **6. Additional Agenda Items**
44. **Board Student Rep Election:** The NZSTA recommends that all NZ schools hold their next Board Student Rep Election on the same date: THU 14 September.
- 45.
46. **66/2023 Move THAT the board approve the recommended date of THU 14 September for the Board Student Rep Election - James P / Mikaere carried**
47. **SchoolDocs Review for Term 3:** Mikaere goes over the SchoolDocs policies up for review: Learning Support, Inclusive Education and Maori Educational Success. The more personalised policies applicable specifically to WHS are available on our school's website.
48. **International Dept Report for Term 3:** Mikaere goes over the International Report. A discussion takes place.
49. **New Vape Shops opening on Waiheke Island:** A discussion takes place about vaping including the new vape shops opening on Waiheke Island.

The meeting closed at 7.45pm with a karakia.

The next Board Meeting will be held on Wednesday 25 October, 2023.

Summary of Actions:

ACTIONS: Mikaere October

- Ask Racahel Wheeler to send the Hospo plans to the board along with the updated project cost figures from MPM.
- Ask Rachael Wheeler to seek a 2nd quote from local company Absolute Water Blasting for the School Washdown job.
- Discuss with Rachael Wheeler the possibility of an electronic roll check system for emergencies (ie Fire Evacuation) as opposed to a paper copy.
- Ask Paul Knighton to run an additional report and include data on the unjustified attendance (approx 5%) within his Pastoral Reports.
- Go back to the International Department with the suggestion the team explore what short term homestay opportunities could look like (i.e. offering a 4-6 week program for our overseas students) and how this could positively impact our homestay family search for long term accommodation.

ACTIONS: Marie Bliss

- Sort out the Conflict of Interest form for Gretchen Stone.