

Meeting Minutes of the Waiheke High School Board

Wednesday 27 March 2024 at 6:00pm

Present:

James Petronelli (Presiding Member), Cameron Flude (Principal), Jayme Kitiona, James Stainton, Nick Crawford, Nesrin Kennedy (Staff Rep) Gretchen Stone, Debbie Yardley and Aiya Kondo (Student Rep)

Apologies:

Carmen Parahi, Rebecca Daly-Peoples

Absent:

1. Karakia

2. In-Committee Correspondence and General Correspondence

27/2024 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

The meeting moved into in-committee at 6.01pm

The meeting moved out of in-committee at 6.20pm

1. The Board discusses the Roll Return for March 2024. The existing roll is currently just over 400 students, however, if you remove our International student numbers, the roll sits at 389. Principal Flude recently met with Nick and Emily (the Principals of Waiheke's two primary schools) and found that both primary schools have been experiencing diminishing roll returns over the past few years. This is due to the high price of housing on the island and the fact that families who have been living on Waiheke for a number of years now, are not having any more children. A reality facing our small community is that all three schools will begin to experience even lower roll returns.
2. ***29/2024 Move THAT the in-committee and general correspondence is received. - Cameron / James P carried***
- 3.
- 4.
- 5.

6. **3. Sub-Committee Reports – Finance & Property**
7. The Finance & Property Meeting dated WED 20 March had to be cancelled due to Nick Crawford being overseas and James Stainton being held up in Auckland.
8. The Business Manager emailed the sub-committee members the March update; It included two recommendations to the board:
 1. To approve the payment of invoices from 1 January to 29 February 2024
 2. To retrospectively approve the 3 payments to date for the new WHS sign.
9. The Board is updated on the progress of the WHS sign since the project began back in 2023. It is noted, initially, the previous Principal had not gathered proper plans, quotes, concept designs or timelines for this project. Principal Flude believes the school will need to spend a further \$1000 on wood to complete the new sign. Cameron will clarify the recent donation received towards the cost of the sign and he's happy to chase up the final components of this project.
10. The Board asks if, moving forward, the Business Manager could include a cumulative total for larger projects within the Finance & Property Reports.
11. Principal Flude will follow up with the Business Manager regarding the \$6000 in Mikaere October's 2023 Principal's Wellbeing Fund and clarify when the funds will be moved over to Mr October's new high school.
- 12.
13. ***30/2024 Move THAT the Board approves the payment of invoices from 1 January to 29 February 2024 for \$498,853 plus GST -James S / James P carried***
- 14.
15. ***XX/2024 Move THAT the board retrospectively approves the purchase of the new Waiheke High School Sign for \$15,015 N.B. This motion was deferred to the next board meeting***
- 16.
17. ***31/2024 Move THAT the Board approve the Finance & Property Report dated 20 March, 2024 - Debbie / Gretchen carried***
- 18.
19. ***32/2024 Move THAT the Board accept the Health & Safety Meeting Minutes dated 15 March 2024 - Jayme / Nesrin carried***
- 20.
21. **4. The Principal's, Academic and Pastoral Reports**
22. The Principal's Report shows that a Phone Policy Consultation has occurred with the wider school community.
23. An exit interview form will be sent to Social Sciences teacher, Mike Walsh.
24. Irina Borowski has been recruited to cover the Social Sciences position in our Junior School. Our Senior students will have teacher supervision for distance learning through Te Kura or HarbourNet and the potential is there to work weekly with Deputy Principal, Paul Knighton - a Classics Specialist - for the remainder of
- 25.
- 26.

the school year. Later this year, Principal Flude plans to gauge student demand for Social Science subjects and then advertise quite broadly within a few subject areas in order to draw from a wider range of Social Science candidates.

27. **33/2024 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
- 28.
29. The meeting moved into in-committee at 6.53pm
30. The meeting moved out of In-Committee at 7:02pm
- 31.
32. Throughout Term One, Principal Flude has held one on one interviews with WHS staff and prefects to get an idea of what is working well and not so well at WHS.
33. The Pastoral Report shows there have been 6 stand-downs since the last Board Meeting.
- 34.
35. **34/2024 Move THAT the Board approves the Principal's, Academic and Pastoral Reports** - Nesrin /James S carried.
- 36.
37. **5. Minutes from the Previous Board Meeting**
38. The Board requests the Board Secretary amend the attendance to reflect that Tyrone Anderson did not attend the previous Board Meeting on 28 February.
- 39.
40. **35/2024 Move THAT the Board Meeting Minutes submitted for the board meeting held on 28 February 2024 are true and correct.** - James P/James S carried.
- 41.
42. **36/2024 Move THAT the board meeting In-Committee Meeting Minutes submitted for the board meeting held on 28 February 2024 are true and correct.** - Nesrin / Cameron carried
- 43.
44. **6. Additional Agenda Items**
45. It is noted that the Board reviewed the SchoolDocs policies for Term One 2024.
46. The Board read the latest update from the International Department. WHS would love to host even more international students but it's a challenge to find enough international homestay families here on the island.
47. Principal Flude asked the Learning Support Team to put together a 'Wish List' as far as their Teacher Aide requirements. The Board is happy to support student learning and, once a plan is in place, allocate more funds towards Teacher Aides.

48. Piringakau Māori Whānau Representative Carmen Parahi had emailed Principal Flude asking about the support in place for the two new Māori teachers.
49. Principal Flude informs the Board that Claire & Pita Mahaki are a phone call away and that Stacey Hema of Te Huruhi Primary School is another support teacher in place. WHS Assistant Principal, Emma Musson is attending all the Piringākau meetings and Cameron is making sure the new Māori teachers have plenty of access to Professional Development opportunities.
50. Principal Flude goes through the Annual implementation Plan and informs the Board he will submit it to the Ministry of Education on 1 April 2024. The Board would like to acknowledge all the hard work of the Senior Lead Team.
51. Principal Flude asks the Board if they would like an NZSTA training session on suspended students and their whanau presenting themselves before the board. It is decided this is unnecessary; Principal Flude has already had extensive training in this when he was a Deputy Principal up North.
52. The Board has read the Head of Faculty Reports from 2023. On behalf of the Board, thank you to the Heads of Faculty for the considerable amount of work put into these reports. Principal Flude informs the Board that Deputy Principal, Rebecca Cunningham-Rose, is currently reviewing the process of the annual HOF Reports and looking at shifting to a more forward focused model. Cameron is hoping to make these reports more constructive and meaningful when it comes to implementing future changes within the school.

Meeting closed at 8.03pm with a karakia.

The next Board Meeting will be held on 22 May, 2024.

Summary of Actions from this meeting:

ACTIONS FLU:

- Principal Flude to follow up with the Business Manager regarding the \$6000 in Mikaere October's 2023 Principal's Wellbeing Fund and clarify when the funds will be moved over to Mr October's new high school.
- Principal Flude to clarify the recent donation received for the WHS sign.
- The Board requests comparison data showing the roll return for Year 7-10 students in 2023 as compared to in 2024 be presented at the next Board Meeting.
- The Board requests a plan for how Principal Flude plans to gauge student demand for a Senior Social Sciences in 2025 and then broadly advertise for the new teaching position.