

# Meeting Minutes of the Waiheke High School Board

Wednesday 22 May 2024 at 6:00pm

## Present:

James Petronelli (Presiding Member), Cameron Flude (Principal), Carmen Parahi, Jayme Kitiona, Aiya Kondo (Student Rep), Nick Crawford, Nesrin Kennedy (Staff Rep), Debbie Yardley and James Stainton (via video from Belfast)

## Apologies:

Gretchen Stone, Rebecca Daly-Peoples

## Absent:

1. Karakia

## 2. In-Committee Correspondence and General Correspondence

*40/2024 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 6.06pm

The meeting moved out of in-committee at 6.10pm

1. **General Correspondence**
2. School ended at 1.40pm on 17 May due to a Paid Union Meeting for teaching staff.
3. **Staffing Update**
4. The Principal confirms a new teacher, Megan McLean, has been hired to replace English Teacher, Erin Loader, until the end of this year. Erin gave her notice at the end of Term One when she accepted a full-time teaching position at Waiheke Primary School.
5. *41/2024 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
- 6.
7. The meeting moved into in-committee at 6.13pm
8. The meeting moved out of in-committee at 6.15pm

- 9.
10. ***42/2024 Move THAT the in-committee and general correspondence is received. - Cameron/James P carried***
- 11.
12. **3. Sub-Committee Reports – Property & Finance**
13. Nick Crawford summarises the Finance & Property Report dated 15 May. It was a very straightforward meeting with only a few queries regarding payments over \$5K (i.e. new heaters for the classrooms) the details of which Business Manager, Rachael Wheeler explained.
14. The Board would like Cameron to follow up on when the Eftsure trial period ends.
15. The Board inquires as to if there's an update on the school's E-Learning Strategy. Cameron confirms our IT contract is under review and it's very likely we will change providers. More detail on this at a future board meeting.
- 16.
17. ***43/2024 Move THAT the Board approve the payment of invoices from 1 March to 30 April 2024 for \$198,520 plus GST - James P/Debbie carried***
- 18.
19. ***44/2024 Move THAT the Board approve the Finance & Property Report dated 15 May 2024 - Carmen/James P carried***
- 20.
21. ***45/2024 Move THAT the Board approve the Finance & Property Meeting Minutes dated 15 May 2024 - Cameron/Nesrin carried***
- 22.
23. **3. Sub-Committee Reports – Health & Safety**
24. There are no questions regarding the minutes from the Health & Safety Meeting dated Friday 10 May, 2024.
- 25.
26. ***46/2024 Move THAT the board accept the Health & Safety Meeting Minutes dated Friday 10 May, 2024 - Carmen/Debbie carried***
- 27.
28. **4. The Principal's, Academic and Pastoral Reports**
29. The Board discusses the Principal's, Academic and Pastoral Reports.
30. Term One saw a steady stream of students settling back into school along with the implementation of a few new structural systems i.e. students lining up to be greeted by the teacher before entering their classrooms.
31. In Term One Cameron met one on one with all staff, as well as the prefects. He feels lucky to be here at Waiheke High School; the values are right, the skills are good and the relationships with students are great. Cameron looks forward to our students striving for excellence and our staff working to high standards, thinking smarter and harder.
- 32.

33. Cameron informs the board that 28% of local kids don't attend Waiheke High School. He would like to focus on what our school can do well; what Waiheke High School can provide that no other school can. He'd like staff to collectively focus on getting better every single day. As a new Principal, Cameron plans to prioritise long term over short term, set up robust systems and create a school culture that strives for excellence. He believes the building blocks are in place and the Board is happy to support new initiatives.
34. As requested, Paul Knighton has now added previous years data onto his Academic and Pastoral Reports. The Board finds the comparison data helpful.
35. This year's data looks very good. Level 1 is up, Level 2 is down by 2% and Level 3 is up by 10%. Traditionally, Waiheke High School students start strong out of the gate, Year 11 is engaged and quite academic.
36. In 2024 we're dealing with a brand new assessment system as far as Level 1 is concerned. The national stats on this won't be published until April 2025.
37. The Pastoral Report shows that there has been 1 stand down and 1 suspension since the previous Board Meeting.
- 38.
39. ***47/2024 Move THAT the Board approve the Principal's, Academic and Pastoral Reports - Nesrin/ Jayme carried.***
- 40.
41. **5. Minutes from the Previous Board Meeting**
42. There are no edits required to the previous Board Meeting Minutes
- 43.
44. ***48/2024 Move THAT the Board Meeting Minutes submitted for the board meeting held on 27 March 2024 are true and correct. - Nesrin/Debbie carried.***
45. ***49/2024 Move THAT the board meeting In-Committee Meeting Minutes submitted for the board meeting held on 27 March 2024 are true and correct. - James P/Aiya carried***
- 46.
47. **6. Additional Agenda Items**
48. Principal Flude informs the Board Piritahi Childcare is to join our Kāhui Ako. Both Te Huruhi Primary and Waiheke Primary Schools are in favour. From a community standpoint, accepting Piritahi Childcare provides great building blocks for students who will eventually attend Waiheke High School. We're also looking at adding Great Barrier Island schools to our Kāhui Ako as well.
- 49.
- 49/2024 Move THAT the Board is in favour of supporting Piritahi Childcare to join our Kāhui Ako - passed unanimously***

50. Principal Flude speaks to the Principal's Appraisal. It is suggested that Cameron reach out to his first time Principal's group, collect feedback, develop a draft plan and update the board regarding the appraisal at a future meeting.
- 51.
52. Principal Flude and the Senior Leadership Team successfully led the annual Lockdown Practice Drill on TUE 14 May. We've now received our 2024 Audit Certificate from Harrison Tew.
53. The Board discusses the Board Reports (delivered at the previous meeting) written by the WHS Heads of Faculty. The HOFs were thanked by Principal Flude on behalf of the Board for the time and effort put into their reports; he let them know their work had been read and acknowledged by the Board.

**Meeting closed at 7:28pm with a karakia.**

**The next Board Meeting will be held on Wednesday 26 June, 2024.**

### **Summary of Actions:**

Marie Bliss

- Add the opening and closing karakia on to the back of the Meeting Agendas.
- Add a document onto the shared drive that allows the Board to leave feedback on the annual Board Reports