

# CONFIRMED MEETING MINUTES

## Meeting Minutes of the Waiheke High School Board

Wednesday 20 May 2026 at 6:00pm

**Present:** Cameron Flude, James Stainton, Atareta Hohaia ,Isaac Thorpe,  
Paul Knighton, Jennie England, Jordan Clarke, Jerome Buckwell, Huia  
Huia Pocklington, Dillon Ratima , Gretchen Stone

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Meeting opened at 6:00pm

### 1. Karakia

### 2. Action from previous meeting

- [Staff Scholarship Application](#) - **Cameron to ask for a full breakdown from Gareth.**  
Two options given both with actual qualified trainers: one Unitech and the other AWS. Option 1: Approximately \$3100.00 with certification  
Option 2: Approximately \$2500 but would take Gareth away from his classes which would include relief costs.
- **Academy Builders Project- Cameron- Clarification on financial position:** WHS does not have a financial position. All the people on the ground with us are volunteers. They are donating their labour to the school essentially while teaching the kids. But the financial goes from the end user to the provider who then delivers the material to the school. It is built at WHS and then it goes to the purchaser. The small potential financial liability is that the materials for the build are covered by our insurance and the school has an agreement where if something were to go wrong with the build while it was on site, that we would claim our insurance and pay back the people who actually own the materials.  
**Setting up Trust outside of school.** Because there is no financial liability, we didn't see the point to form a Trust.  
Question regarding Students/Subcontractors and insurance. If a student is injured whose insurance are they covered under? School or Builder? After discussion regarding injury liability - **Action for Cameron to follow up in greater detail around specific insurance and Health and Safety liabilities, coverage of the builders insurance. In the case the builders company goes bust, who would be responsible for completing the project?**
- **Internationals - (Paul) *deferred to next meeting***
- **Donations/Marketing - Cameron-** This conversation was about how to offer opportunities for people to donate more or contribute further to the school than just the basic donation. Rachael and I at the moment, in terms of marketing we sort of talked about that in terms of a way that you would build it into the foundation. Once it gets up and running you would have ways that those donations could come in a framework. There is a bit of planning to be done to get that going.

It would be something that the board would need be happy with the idea that



we are going out to the family requesting money. I reviewed donations previously but will mention again, just for reference, speaking with different public schools our donations are quite low at \$175 per student / \$250 per family. Action that we should change the donations taking a reasonable leap forward on the basis that we haven't done. Cameron does a bit more research about the other schools around us.

- **Van Insurance- (Cameron)** Request has been sent to insurance regarding staff using van to transport from ferry to school and leaving at terminal. No response as of yet. Action for next meeting.

### 3. 6:33pm - In-Committee Correspondence

02 / 2026 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.

7:26pm - out of In-Committee

### 4.. General Correspondence

- Thank you [letter](#) from the **Building Academy**.

### 5. Sub-Committee Reports

- Finance & Property Report dated March 2026- Jordan happy to approve report as it stands. Numbers all look good and on target. Report available for review.
- EOTC Sub-Committee summary for March 2026 -Jennie reviews RAS forms which include HETA , OED1, Mototapu Trip, Sea3 Dive Trip, Waka Ama

### Motions required:

- **Recommended that the Board approves the Finance & Property Report dated March 2026** Huia /Jerome - all in favour
- **Recommendation that the board approves payment of invoices from 1 March to 30 April 2026 for \$281,204 plus GST** - Jerome / James - all in favour
- **Recommendation that the board approves purchase of a Laser Cutter from Makerspace for \$11,414 plus GST** - James / Huia - all in favour
- **Recommendation that the board approves the transition from ILCAs to RS Zest with the initial purchase of a demon and a new boat from NZ Sailcraft for \$21,500 incl GST** -
- **Recommendation that the board approves the renewal of our subscription with Eftsure for supplier verification and fraud protection for A\$5,482 incl GST-( on the basis that Cameron Flude checks , functionality isn't already provided by the bank)-** James / Paul - all in favour
- **That the Board accepts the EOTC subcommittee report and RAS approval for**



## 6. Principal's Report

Prospectus was great and lovely to be delivered to the community. Discussion of the number of new Migrant students this term,

### b. [BOT Report](#) for May 2026

Paul has created a report that includes Academic and Pastoral reports. Maori equity report in there just not in the form we were hoping it would be. Concerns around Maori attendance still low. We need input from the teachers in Piringakau which are Matua Hohaia and Matua Rudolph.

BOT would like to see if there is any connection between Piringakau tamariki's attendance and Maori students that are not in Piringakau. - There have been a few unexpected meetings that we have attended but the idea is still that we put all the information together properly. Do all Maori learners actually go to PNK? No, less than half.

#### Motions required:

- **Recommended that the Board approve the Principal's Report and BOT Reports in placement of the Academic and Pastoral Reports - James / Dylan - all in favour**

## 7. Previous Minutes

### a. [Meeting Minutes](#) for March 2026

### b. [In Committee Minutes](#) for March 2025

#### Motions required:

- **Recommendation that the Board accepts the previous Board Meeting Minutes dated March 2026 to be true and correct- Cameron / Jennie - all in favour**

## 8. Additional Agenda Items

1. **D7 removal - We have tried this many times with the prior board to have the building removed. For various reasons interested parties have not followed through due to the cost of removal. We are hoping somebody takes it off our hands. If not, it will need to be demolished because at some point it is going to be a liability and a huge cost for something we're not using. We would like to put a time- frame of 7 months to give people the opportunity, if interested to remove it or we will demo it during school break the end of term 4.**

2. **Conflict of Interest forms - auditors have asked that we review and update COT forms. - All forms have been updated.**

#### Motions required:

- Recommendation that the Board approve motion to establish a position that WHS will demolish D7 during the end of year term break unless we reach an agreement with somebody to remove it off the property - James / Isaac - all in favour

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**9.. Meeting closes with Karakia at 7:45pm**