

# CONFIRMED MEETING MINUTES

## Meeting Minutes of the Waiheke High School Board

Wednesday 25 March 2026 at 6:00pm

**Present:** Cameron Flude, James Stainton, Atareta Hohaia, Isaac Thorpe,  
Paul Knighton, Jennie England, Jordan Clarke, Jerome Buckwell

**Apologies:** Huia Pocklington, Dillon Ratima, Gretchen Stone

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Meeting opened at 6:02pm

### Karakia

#### 1. Action from previous meeting

- [Staff Scholarship Application](#) - Flu - Gareth provided 2 options. Option #1 Flexible 12 two hour lessons, would involve the board subsidising some travel and potential some relief on top of the cost. Option #2 is a group option however it would mean that he would need to get to uni, and it would mean he would need P5 on Mondays and Tuesdays for a term which would need relief close to \$1330 for 10 weeks on top of cost. He is open to looking at other options. *Cameron to ask for a full breakdown from Gareth.*
- Donations - Flu no actions taken on donations at this moment - Donations at \$175 are significantly lower than other public schools in our region and private schools can reach 20 times this. Schools have the opportunity to opt to the School Donation Scheme- if you did, you are guaranteed \$144 per student a year but you are not allowed to charge additional fees - things like camp etc.  
If you are not in the School Donation Scheme you can ask for subject fees but only *under certain circumstances - you must have a take home component or consumable. We ask for it in subjects where there are consumables they use to make something and then take home. Those things are usually very expensive. Example of applied fees - OED - high fees that allow for the students to go and do all these excursions which add huge learning value. If there were no fees we could do the course on site all the time and never go anywhere. We would have to cut 50-70% of the interesting things that we get to do in school because it relies on fees. Not all subjects are charged fees. Local trusts are available for families in hardship. Payments of donations were up last year 70% due to sending out more messages and having payment plans. - Cameron to review donations and marketing*

#### 6:24pm - 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

6:47pm - out of In-Committee



- **International-** Students come and go across the year, on average we've got 10 full time students. There was a look at how we could cut some costs and maintain the quality of the program and so a few changes were put in place that actually reduced the cost. A significant challenge is homestay during summertime. Homestay in general seems to be the biggest challenge. *Action: Paul - Aspirational Vission: 1. Where do you want to take this? 2. How do we measure that success? 3. Where you are now versus where you want to be. 4. What do you need to get there?* ● **Te Whakoroputanga Kaitiaki Kura o Aotearoa** - just FYI
- **Board information letter about upcoming audit** - Auditors at WHS on 26th & 27th March. BOT not required to do anything for audit. This was emailed information to inform the board of procedures.

### 3. 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** Jordan/ Jennie - all in favour
- **Recommended that the Board approves payment of invoices from 1January to 28 February 2026 of \$268,590 net** Jordan / Jerome - all in favour
- **That the Board accepts the EOTC subcommittee report and RAS approval for March 2026** Jennie / James - all in favour

### 4. Principal's Report (including Pastoral and Academic)

Jerome raises the question regarding Quinten Dagger being an LBP ( License Builder Practitioner)? Reason being builders can submit under someone else's license. Cameron confirms that Quinten Dagger is doing submission under Rodney Pope. James states it would be worth asking Gretchen if we should set up a trust outside of the school to run this program as liability in case something was to go wrong. The board would like confirmation that the customer buying off LBP, school not involved in transaction other then supplying labour

The board wants to confirm that our students working as a subcontractor are covered by the main builders insurance - FLU

The board would like some clarity around the legal arrangements - FLU a.

**Academic Report for March 2026**-Paul goes over online platform b.

## Pastoral Report for March 2026 -

c. **Maori Equity Report for March 2026** - Hui to be held in near future , percentage in report corrected.

### Motions required:



- **Recommended that the Board approve the Principal's, Academic, Pastoral and Maori Equity Report** - James / Atareta - all in favour
- That the board approve Cameron's request to provide a letter to the council authorising Quinten Dagger to prepare documents for building works on our site. - All in favour

### Motions required:

- **Recommendation that the Board accepts the previous Board Meeting Minutes** dated March 2026 to be true and correct  
- Paul / Isaac - all in favour except for Jerome

## 4. Additional Agenda Items

1. **Jerome** - raised the issue of **lockers for students**: Cameron states that it has never been an issue but no objection to look at in the future if needed
2. **James - 40th Anniversary reunion plan**: Board members not obligated or allocated any jobs but would love for them to be present, itinerary to be sent to BOT.
3. **James - Foundation proposal** - Cost to set up covered within , investment from the board. Trust- idea of trust is for the future of the school . Trustees should be passionate about the success of the school, possibly local business people or someone who wants the best for the school. Made up of one community member, Principal, member of BOT (probably presiding member). Employee in charge of the trust would also be there. Fixed term possibly Michelle Barber til end of year and see how it goes . Looking to find a Trust lawyer to help set up.
4. **James - Update from CF on new vision/values** - watch this space
5. **Atareta** - Raised the possibility of teachers that commute being able to use the school vans to and from the ferry terminal. - Cameron has no issues with it as long as the vans are not in use for school activities. James raised concerns about insurance. **Action : Cameron to look into insurance liability**
6. Cameron - enquires if anyone knows of any trust or business out there that would help with the updating of the school vans?

### Motions required:

## 9. Meeting closes with Karakia at 8:17pm