



WELLINGTON HIGH SCHOOL – BOARD AGENDA

Minutes of a meeting held on **Monday 17 June 2024 at 6pm**

- Present:** Wyatt Page (Chair), Dominic Killalea (Principal), Evžen Novak, Giovanni Tiso, Fiona Nichols, Maaike Day, Nina Martin-Edgar, Nick Tramoundanas (online), David Cooling (online), Jorah Ramlan-Pointon (online),
- Apologies:** Nicky Birch, Richard Ngatai, Tahaawai James-Kanara
- Visitors:** Bharat Pancha (Nepal Trip proposal), Aditya Malhotra (parent) (online)
- In attendance:** Alison Jeffery (Board Secretary)

The meeting opened with the karakia.

New staff representative Fiona Nichols was welcomed to the Board.

Nina MOVED: that Bharat Pancha be granted speaking rights.

CARRIED
Evžen

Jorah joined the meeting at 6.10pm

Nepal trip proposal

- Bharat Pancha spoke to the Nepal trip proposal, seeking approval in principle from the Board for a trip in April 2025.
- A group of 12 is required for the trip to run at a cost of \$5700 per student. Once approval in principle has been granted Bharat will hold an information evening to gauge expressions of interest and will ask students to book air fares as soon as possible.
- The funding calculations include provision for two staff to accompany the trip.
- The Board appreciated the scope of documentation received and the inclusion of additional staff member to increase the group's resilience.
- It was noted that there may also be parents who want to join the trip as well.

Maaike MOVED: that the Nepal trip proposal be approved in principle.

CARRIED
Nina

- In early 2025 the final details and health information will be compiled. Bharat will return to the Board meeting in March 2025 for final approval prior to travel.
- Bharat was thanked for his contribution to the meeting and left at 6.17pm

Minutes of last meeting

Giovanni MOVED: that the minutes of the meeting on 13 May be received as a true and accurate record.

CARRIED
Nina

Matters arising from the minutes

There were no matters arising from the minutes.

Reports

Principal's report

- Risk - Evžen to go to EONZ workshop on 15 August
- Attendance data. Dominic noted that the attendance data again shows a correlation between attendance, involvement and achievement. This was supported by the student representatives.

- Students who have transferred to WHS this year (in years 10-13) are interviewed one month after starting to see how they are adjusting and settling in and are followed up with after a term. By the second conversation, some individuals are well assimilated but others have found it harder e.g. to connect and make friends. In these instances staff seek to facilitate connections e.g. with the support of the rōpū teacher, through events such as Aroha Day and encouraging involvement in sports and clubs.
- Strategies for improving attendance include encouraging students to be involved in something else.
- Over the past few years there has been an increase of around 20% in co- curricular involvement and achievement has risen alongside this.
- Property - this area will become much busier as work begins on the eastern facade of the Hall. The new classroom is nearly ready for use, with the council inspection in 2 weeks time. It will be in use from the start of Term 3.
- It was noted that the lift between COM labs/foyer/hall and Drama classroom will be out of action for a period of time and that will be a challenge for students with mobility issues. Music classroom works will follow later in the year.
- The cycle racks are being used to approximately 50% capacity at present.

Nina MOVED: that the Principal's report be received by the Board.

CARRIED
Evžen

Students' report

- Tamatha Paul visited on Wednesday 12 June and had some time with the Student Council. Conversation included the importance of Arts funding, the importance of involvement and student activism.
- King Kapisi visited on Friday 14 June, the former student was inducted onto the Wall of Fame, performed in the Riley Centre at lunchtime and was featured in an article in The Post. School was buzzing after the gig and Tahaawai led a Kapa Haka to recognise King Kapisi's set
- Big Sing - good performance for the school's first participation in the event.
- Open Evening - a busy evening with around 1200 visitors to the school across two sessions.

Giovanni MOVED: that the students' report be received by the Board.

CARRIED
Fiona

Finance reporting

- Wyatt spoke to the financial reporting
- The final audited accounts for 2023 have been lodged with the MOE. The final accounts reported a \$120k deficit that was the result of two factors: an additional cyclical maintenance bill and additional unanticipated staffing costs.
- The current projections for the end of 2024 indicate a surplus of around \$40k.
- It was noted that, following Dominic's email to the community regarding support for whānau who may be struggling to cover school donations, support from whānau who are able to offer additional contributions have matched the value of the contributions that the school has waived.
- Audit feedback has not yet been received. It will be tabled to the Board at a future meeting.

Maaike MOVED: that the Finance report be received by the Board.

CARRIED
Nina

Strategic Business

Faculty Reports feedback

- The process for faculty reporting from 2023 is now complete.
- The Board would prefer greater opportunity for dialogue with Heads of Faculty. Their recommendation is that Heads of Faculty write the equivalent of an executive summary specifically for the Board to consider. It could focus on the variance (good or bad) between what was achieved and what the faculty had sought to achieve. It could focus on things to bring to the Board as recommendations or notes for their attention, even if they are almost rhetorical in nature, or, the three biggest areas (positive or negative) that HoFs would like the Board to be aware of.
- The expectation would be that all of the Board read all the executive summaries rather than focusing on an individual subject area.

Nick joined the meeting at 7.07pm

- It was noted that some secondary schools do not have any faculty reporting to the Board, whereas others may have an equivalent to the WHS approach and some may have in person meetings.
- The addition to the reporting needs to be mutually beneficial for both faculties and Board.

ACTION: Heads of Faculty to include an additional Board summary, specifying where attention / Board Support would be welcomed in future reports.

ACTION: All Board members will read all the Board-focused executive summaries.



Functional business

Governance

Policy Review

- As a result of the term's policy review it was agreed that the policies are fit for purpose.
- With regards to safety checking, the processes that the school has in place ensure that police vetting renewals are placed ahead of the lapse of the previous check.

Casual Use Hire Agreement

Nina MOVED: that the Board delegate the signature of casual use hire agreements to Paula Willis

CARRIED
Evžen

ACTION: The delegation for Casual Use Hire Agreements to be added to the 2025 Schedule of Delegations

EOTC

Nina MOVED: that the summary of EOTC approved since the 13 April meeting be received by the Board.

CARRIED
Maaike

Date	From	Concerning	Action
Magazines, Newsletters, Promotional			
2 April 2024	Ministry of Education	Education Gazette, vol 103, no 6	
10 June 2024	Ministry of Education	Education Gazette, vol 103, no 7	

Letters and Addressed Mail				
01	16.05.2024	NZEI	Paid union meetings notification	
02	17.05.2024	Dominic Killalea	Answers to your questions	
03	27.05.2024	Education Outdoors NZ	Fatality Prevention Mindsets Workshop	
04	27.05.2024	Ministry of Education	School Boards Responsibilities Survey	
05	30.05.2024	NZSBA	The Board's role in suspension meetings	

Education Gazette

- The Board acknowledged Caroline Lewis's contribution to the recent Education Gazette article on student voice and its role in literacy and numeracy achievement at NCEA.

02

- Giovanni spoke to item 02 - focusing on generating a baseline for students on the learning support register, to look at how this group of students fares in terms of qualifications gained.
- Key findings of the Office of Disabilities report, tabled to the Board in 2022 would advocate that the Board takes this on in order to compare WHS's learning support students against national statistics.
- Dominic has analysed these data and found that this group's rate of qualifications achievements is equal to national statistics.
- Questions to answer prior to this analysis include what constitutes leaving school with a qualification.
- Findings should be used to inform practice
- Could also consider the role and effectiveness of IEPs
- Ideally a snapshot would be taken now, and another in 3 years time to gauge a comparison.

Giovanni MOVED: that the meeting be extended by 15 minutes.

CARRIED
Evžen



AOB

The meeting moved to in-committee at 8.00pm

The meeting moved out of in-committee at 8.09pm

The meeting closed with the Karakia at 8.10pm

For future agendas: (see also the [Board's annual plan](#))

A handwritten signature in blue ink, appearing to read 'Ant Page', is positioned to the right of the text 'For future agendas:'. The signature is written in a cursive style with a horizontal line underneath.