



WELLINGTON HIGH SCHOOL – BOARD AGENDA

Minutes of the meeting held on **Monday 19 August at 6.00pm**

Present: Wyatt Page (Chair), Dominic Killalea (Principal), Giovanni Tiso, David Cooling, Evžen Novak,

Nick Tramoundanas, Fiona Nichols, Maaike Day, Nina Martin-Edgar, Nicky Birch

Apologies: Richard Ngatai, Jorah Ramlan-Pointon, Tahaawai James-Kanara

Visitors: Rosa Bingham (Papa Taiao), Felix Jones (Papa Taiao), Duncan Mackay (Papa Taiao), Murray Chisholm (JYPT EOTC), Rebecca Rāpirā-Davies (EOTC),

In attendance: Alison Jeffery (Board Secretary)

The meeting opened with the karakia.

David MOVED: that the visitors be granted speaking rights.

CARRIED
Nick

Visitor reports

Papa Taiao - Black Soldier Fly farm project

- Duncan Mackay introduced Papa Taiao, a programme which focuses on student-led, sustainability, environmental education and nature connection.
- Rosa Bingham outlined the Black Soldier Fly farm project linked to the analysis of school waste. A recent waste audit estimated that approximately 80 kg/day or 42% of the school's waste that went to landfill was recyclable, with 32% of the total waste to landfill compostable.
- Black Soldier Flies (a naturalised non-harmful species) digest meat, dairy and fats that are otherwise hard to decompose.
- The proposed project would see school's compostable waste diverted to the fly farm and away from landfill.
- Education for the community to include assemblies and multilingual signage.
- **ACTION: Rosa invited to speak to the Student Council. Student representatives to follow up.**
- The Board was asked to support employment of a student to take waste out to the Black Soldier Fly farm. It is anticipated that this would require around an hour on a day / alternate day basis.

Evžen MOVED: that the Board support in principle Papa Taiao's kaupapa and the Black Soldier Fly farm project

CARRIED
Nina

Rosa, Felix and Duncan left the meeting at 6.22pm

Junior Young Physicists' tournament to Brisbane

- Murray Chisholm updated the Board with the progress made since the May 2024 meeting.
- Collaboration with QMC has continued, flights and accommodation have been booked.
- The JYPT tournament programme has not been finalised. Any changes will need to be added into RAMS documents.
- There is a pool at the motel where the group is staying. Student use of the pool will be supervised by families, there is no lifeguard.
- **ACTION: Swimming/drowning as a risk to be added into RAMS documents**
- It was noted that Murray is a first responder for Underwater Hockey, who in the event of an incident in that context alerts the lifeguard.

David **MOVED** that final approval for the JYPT competition in Brisbane be granted subject to the inclusion of the risk of drowning in RAMS documentation.

Nina

Murray Chisholm left the meeting at 6.33pm.

EOTC

- Rebecca Rāpira-Davies has oversight of all EOTC, including medium and high risk EOTC to the point where the Board's committee can consider approval. High risk EOTC includes overnight, overseas and all activities involving water.
- Simon Russell supports low risk EOTC, local events in normal school hours.
- EONZ - fatality prevention mindset - best practice documentation. Changes to systems and practices are made in response to EONZ documentation. The aim is always to develop capacity in staff.
- The process of reviewing risk and communication is streamlined and secure through use of GoNoGo
- Future developments - parental consent and approval for medium and high risk events to see the system streamlined by using Sporty to distribute and manage forms and responses.
- In 2025 the Year 9 camp (overnight EOTC at El Rancho) will trial the use of Sporty for parental approvals.
- Developments since the start of 2023 - documentation demonstrates greater thought and consideration of events, First Aid capacity being increased and maintained.
- Next steps - increased training for staff whose events involve water through EONZ or run in house by RSR / RLS as a result of their EONZ PD and experience. Active supervision is an area for continued PLD focus.
- The Board recognises that the Board's EOTC committee has been a practical development.
ACTION: Rebecca to send information re: procedure for registering a driver
- Drivers submit a copy of their driver's licence in addition to completing a driver agreement form. Non-staff adults are police-vetted as core workers. If adults are not police vetted they are not able to be alone with students (e.g. would need another adult accompanying).
- Confidential participant details - this identifies students with additional considerations whether behavioural, medical or learning related. Staff consider how these individuals may need to be supported on that specific trip. Information is not shared with the Board through GoNoGo because of the need to maintain confidentiality. Rebecca checks this early on in the EOTC process but it is not shared more widely at the moment.
ACTION: Confidential participant details. GoNoGo developer to look at redaction of details identifying an individual so the EOTC committee can see information that is shared while protecting individuals' identities.

Rebecca was thanked for her work with EOTC and left the meeting at 6.48pm.

Minutes of last meeting

Nick **MOVED**: that the minutes of the meeting on 22 July be received as a true and accurate record.

CARRIED
Fiona

Matters arising from the minutes

ACTION: Cell Phone survey results to be shared with the Board.

- There are 20 students signed up for the Japan trip.
- The Nepal trip has 21 students plus 8 parents and caregivers signed up.
ACTION: SLT to provide feedback re: concerns and complaints policy
- David is attending NZSBA's policy training event on the concerns and complaints policy.

Reports

Principal's report

- Advertisements placed for the following roles for 2025: Head of Faculty Health and Physical Education, Teacher of Chemistry, Teacher of Chinese. The last is a fixed-term role to cover for Angel Lin's refreshment leave.
- Year 9 numbers are healthy and current enrolment suggests the cohort will be 300+
- The double prefab will not arrive on 23 August as had been thought. It would be good to have it for Term 4 but it is essential it is in place for Term 1, 2025.
- NBS ratings. No revised rating for the Library and Music block has been received from the MoE.
- The main block NBS rating is linked to the external panels.
ACTION: Dominic to request that the MoE provide an update on the NBS ratings from 2022 and to report back to the Board.
- It was noted that the 10ypp - deferred fixing the external main block panels
ACTION: Wyatt and Dominic to discuss planning for 2025 to include this in Term 4 meetings

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

CARRIED
Nicky



Te Whānau a Taraika report

- Nicky provided a verbal report.
- The next hui takes place on 26 August. The hui will revisit how Te Whānau a Taraika is supporting the school, plus student achievement and representation.
- The Board noted that Richard's co-option finishes at the end of 2024.
- Kōrero re: the school's cultural narrative continues. This includes the kura and positioning on the land, the acknowledgement, integration and weaving in of the stories of the people and the land. Whakamarurangi Chadwick supports this mahi and kōrero.
- **ACTION: An update re: the school's cultural narrative to be provided to the September meeting.**

Giovanni MOVED: that the Te Whānau a Taraika report be received by the Board.

CARRIED
Fiona

Students' report

- The first round of auditions for the Talent Show has been held. This event will take place on Thursday 22 August.
- The Welly High Fly is currently the most popular option for mascot.
- The Careers Expo was interesting but perhaps not as useful for Year 13 as it would have been for other year groups. The book that details what can be studied and where is a particularly useful tool.

Nicky MOVED: that the Student report be received by the Board.

CARRIED
Evžen

Finance reporting

- The financial picture is promising and ahead of that anticipated.
- A 12 month contract has been signed as a short-term measure to protect pricing.
- Costs related to the increase in Living Wage from 1 September were noted.

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

CARRIED
David

Strategic Business

Living wage pledge

Fiona MOVED: that the Board support and sign the Living Wage pledge.

CARRIED
Giovanni

Functional business

Governance

Employer's health and safety failings

- The Melville High School case and its outcomes were brought to the Board's attention for information. The report was received by the Board.

Policy review feedback

- This is to be provided to the September meeting.

EOTC

Summary of EOTC approval

Giovanni MOVED: that the summary of EOTC approved since the 22 July meeting be received by the Board.

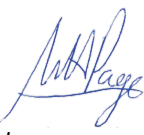
CARRIED
Maaike

EONZ external review of EOTC systems

- The options for EOTC review available through EONZ were endorsed by the Board.

David MOVED: that the Board takes on EOTC review through EONZ selecting the most suitable option for the school.

CARRIED
Nicky



Correspondence received by the Chair and actions taken:

Date	From	Concerning	Action
Magazines, Newsletters, Promotional			
22.7.2024	Ministry of Education	Education Gazette, vol 103, no 9	

Letters and Addressed Mail			
01	23.7.2024	SchoolDocs	Term 3 review and Board assurances
02	23.7.2024	Moore Markhams	Final report to the Board
03	30.7.2024	Friends of Wellington High School	Annual Report for the Financial Year ending 30 June 2024
04.	30.7.2024	Friends of Wellington High School	Wellington High Tech Times, vol 4, issue 1
05.	9.8.2024	Capital City Kāhui Ako	Term 3 pānui

Nick MOVED: that the correspondence be received by the Board.

CARRIED
David

In committee meeting

The meeting moved into in committee at 8.08pm

The meeting moved out of in committee at 8.13pm

The meeting closed with the karakia at 8.14pm

