



WELLINGTON HIGH SCHOOL – BOARD MINUTES

Notice of a meeting held on **Monday 22 July 2024 at 6pm**

Attending online:	Wyatt Page (Chair), Dominic Killalea (Principal), Giovanni Tiso, Richard Ngatai, David Cooling, Evžen Novak, Nick Tramoundanas (online), Jorah Ramlan Pointon (online), Fiona Nichols, Maaika Day, Tahaawai James-Kanara, Nina Martin-Edgar
Apologies:	Nicky Birch
Visitors:	Aditiya Malhotra (online)
In attendance:	Alison Jeffery (Board Secretary)

The meeting opened with the karakia.

Minutes of last meeting

Nina MOVED: that the minutes of the meeting on 17 June be received as a true and accurate record.

CARRIED
Evžen

Matters arising from the minutes

- There were no matters arising from the minutes.

Reports

Principal's report

- The occupancy use certificate for the new classroom was received on 19 July, ICT in place for 8am today so the room was used from period 1 onwards. The new block arrives in August
- The go ahead to proceed with developing the design for block 1 has been received from the Ministry of Education. The current plan is to proceed with blocks 1 and 2 with block 1 ready for the start of 2027.
- The project focusing on the Riley Centre's eastern facade will be timed around exams.
- No further update on tennis court conversion.
- The lift renovation project has started ahead of the anticipated date of 1 August.
- Māori Performing Arts students performed at the Music Evening and the final assembly of term 2.
- The Minister of Education has defined six priority areas that are different to the NELPs. No information has yet been received with regard to reporting / planning against them.
- Attendance in years 9 and 10 is above below the government's intended rate, with a decrease seen years in 11-13. The correlation between attendance and achievement is not as clear cut for seniors, partly because of portfolio subjects where work outside classes is important to completion.
- Roll estimate system changing for 2025 which the school is hopeful will result in more accurate initial funding.
- There are possible issues with providing the assurance regarding the cell phone policy due to possible inconsistencies in implementation.

ACTION: The survey results from the survey at the end of term 2 will be presented to the Board at the next meeting.

- Māori achievement data - Dominic clarified the difference between Te Ao Māori (year 9) and Aotearoa Studies (year 10) and the evolution of the staffing and the courses that have been possible over the past 3 years. Te Ao Māori has moved towards a stronger language focus while the Aotearoa Studies course (prescribed curriculum) is being rewritten.

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

CARRIED
Tahaawai

Te Whānau a Taraika report

- No report to this meeting

Students' report

- The students provided a verbal report.
- The Music Evening at the end of term was successful and plans are underway for a talent show this term.
- The Year 12 and 13 Ball will be at Massey University at the beginning of August
- The Matariki concert on the last day of term 2 was really well supported by students and staff and exceeded expectations. The students have been able to see their progression in both ability and standard of their performances over the past year.

Finance report

- The year to date budget was presented, along with the monthly report.
- The budget shows a surplus, higher than initially projected.
- The revised budget enables realignment mid-year and includes additional funding received for water and power.
- Administrative personnel budget decrease related to the retirement of a staff member and a part-time position that will not be replaced
- It was noted that the response to international marketing has not resulted in increased international student enrolment as quickly as had been hoped. The International Director is proactive in following up recruitment opportunities that arise.

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

CARRIED
Richard

Giovanni MOVED: that the revised budget be approved by the Board.

CARRIED
Richard

Strategic Business

- There was no strategic business to be discussed

Functional business

Policy review

ACTION: Policy review for term 3 will be carried out as follows:

- Concerns and complaints - Giovanni, David
- Performance management - Fiona, Richard
- Protected disclosure - Wyatt, Evžen

ACTION: Feedback to be provided to the September meeting

ACTION: Pertinent policies will be taken to staff as part of the review cycle

Nick joined the meeting at 7pm; Aditya left the meeting at 7pm

EOTC

- The Board acknowledged the high quality of risk management documentation and decision making seen in EOTC submissions

ACTION: Updates on the Japan and Nepal trip sign ups requested for the August meeting.

Evžen MOVED: that the summary of EOTC approved since the 17 June meeting be received by the Board.

CARRIED
Tahaawai

Student elections

David MOVED that Alison Jeffery and Stephen Beckett be appointed as returning officers for the 2024 student representative election and that the proposed timeline be approved by the Board.

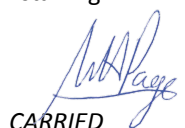
CARRIED
Tahaawai

International Department fee increase

- The proposed fee increase from 2026 was discussed by the Board.
- It was noted that for every 17.5 students recruited to the international programme an increase in staffing costs would be seen because of the impact on class size.

Giovanni MOVED that the proposed international student fee increase be approved by the Board.

CARRIED



[Correspondence](#) received by the Chair and actions taken:

Date	From	Concerning	Action
Magazines, Newsletters, Promotional			
24 June 2024	Ministry of Education	Education Gazette, vol 103, no 8	

Letters and Addressed Mail			
01	2.7.2024	SchoolDocs	Advisory: end of Term 2 update
02	4.7.2024	NZSBA	2024 Student representative elections
03	22.7.2024	Charter Schools	Webinar to discuss Charter Schools / Kura hourua

AOB

The meeting moved to In committee at 7.23pm

The meeting moved out of In committee at 8.01pm

The meeting closed with the karakia.

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

August 2024 - Rebecca Rāpira-Davies and Simon Russell - EOTC update; Murray Chisholm final approval JYPT

September 2024 - Term 3 policy review feedback

March 2025 - Final approval for Nepal trip

