

Waitaki Girls' High School Board of Trustees
Minutes of the Meeting held on Thursday 11 August 2016
at 6.30pm
in the Learning Centre

Present: Tracy Walker, Sandy Ballantyne, Lyndon McLay, Jackie Grant, Mackenzie Skene and Sandra Tonkin (apologies for lateness)

In Attendance: Nila Sime (Board Secretary)

Apologies: Emma Middlemass, Sally Grant (Executive Officer) and Margie Baird (Hostel Manager)

Sandy welcomed everyone to the meeting.

Minutes

Minutes of the meeting held on 23 June 2016 were taken as read and confirmed as a true and correct record.

Lyndon McLay Moved / Jackie Grant Seconded
Carried unanimously

Reports

Principal's Report:

Tracy spoke to her report.

- Highlights from the last few weeks:
 - Hosting Chiba Girls' High School from Tokyo Japan
 - Hosting North Otago Secondary Schools' Principal's meeting
 - Combined timetabling meeting with Waitaki Boys' High School
 - Hosting and judging at Business Challenge 3 day workshop
 - Hosting and welcoming Christchurch Girls' High School, Avonside Girl's High School and Timaru Girls' High School for Quad sports tournament
- 75 Digital Devices (netbooks and surface pros with trolleys) have arrived and been made available to the following Learning Areas: English, Science, Social Sciences, Mathematics and Transition.
- Our Ministry of Education data indicates in the last year our Maori students have achieved well and at similar or above levels to non-Maori students. In 2015 100% of Maori leavers at our school left with NCEA Level 2 or higher; 75% of Pasifika leavers left with NCEA Level 2 or higher and 91.4% of all leavers from our school left with NCEA Level 2 or higher.
- A group of senior Tongan students have been offered Tongan Achievement Standard credits – our Languages Head of Learning is supervising this in liaison with Waitaki Boys' High School and Canterbury University Language Advisors. Our girls could get up to 10 credits to recognize their abilities in the Tongan language.
- Otago Community Trust has given us \$18,000 of the \$40,000 we applied for. We now need to come back to the board for additional funding to ensure we can continue with our plan to push more devices out into the learning areas to ensure equity of access to e-learning for all our students.
- Strategic meetings between ourselves, Ara Institute of Canterbury and Waitaki Boys' High School, St Kevin's College and Waimate High School indicate we can investigate offering between us vocational pathways in Agriculture, Hospitality, Agri-Engineering and Eco-Tourism and Sustainability.
- In a timetabling meeting with Waitaki Boys' High School we have discussed that where possible we will attempt to share senior classes (Year 13) if numbers are small and indicate that without the collaboration the class may not run. Waitaki Boys' High School have aligned their timetable to ours to allow this to happen and we will advertise it within each others' senior course information books so students and parents are aware of the possibilities. We have discussed transport options.

- In a strategic meeting between Waitaki Boy's High School, St Kevin's College and Waitaki Girls' High School principals' we have agreed to attempt to meet on a regular basis and discuss "best fit" educational options for Oamaru.
- Our new Sports/EOTC co-ordinator, Kirstie Pritchard, is settling into her new role. Hosting our annual Quadrangular sports tournament with Timaru Girls' High, Avonside Girls' High School and Christchurch Girls' High School within a fortnight of taking on the role has been a challenge but she has risen to it well.
- Our new Mandarin Language Assistant is Xuefei Chen and she is settling in well.
- Our two new Gap tutors for the second half of the year have arrived and settled in well. This is the first time we have had Gap Tutors in the second half of the year so we will evaluate if the extra expense is worth it. They are Amy Wood from Canada and Wiebke Ortmann from Germany.
- Our new computer technician, Kavish Prasad, has arrived and is doing a great job of supporting staff and school ICT requirements.
- We have had replacement heat sensors in Science and Senior common room to avoid the issues experienced with the false alarms. Representatives from Argest have admitted the project should not have been signed off without that alignment. It has been good to get some action on this issue and I would like to acknowledge the work of our EO in following this up.
- We have experienced a number of power outages which Network Waitaki identified as due to issues with the Ouse street fuse box. We had a 20 minute outage on Wednesday 3rd August (planned) so they could fix the problem. They also advised us there would be a full day outage on Thursday 4th August while they fixed a power pole on Reed street damaged by a car in the holidays. They were to supply us with a generator to support the school through the outage. However, due to weather this outage has not occurred yet. It is likely now to occur on either Thursday 11th or Friday 12th August.
- We have been experiencing technical issues with the electronic sign which Kavish is investigating.
- We have received a Traffic Calming proposal from the Council for our consideration. This was in response to our concerns over pedestrian safety on Ouse street.
- We currently have six fee paying international students – two from China, one from Malaysia, three from Japan, including a Japanese student here for a 7 week stay – we are investigating more of these quick, turnaround visits.
- We successfully hosted Chiba Girls' School from Tokyo with our International Director teaching the ESOL component of the tour and coming up to speed with the other organizational aspects so this can be managed 'in house' next time.

Correspondence

Sandy reviewed the Inwards and Tabled correspondence and commented on as necessary.

Inwards:

- *Fund Managers of Otago – Confirmation of investment transfer*
- *Shona Campbell-Savage - Resignation*
- *Otago Community Trust - Donation*
- *Waitaki District Council – Traffic calming options*
- *NZSTA – NZSTA Board Election*
- *Waitaki Girls' High School Netball – funding application*

Outwards:

- *Anika McLennan – Acceptance of resignation*

Moved that the Board approve the WGHS Netball Club's proposal to apply for funding from Fonterra for gear/uniforms.

***Tracy Walker Moved / Jackie Grant Seconded
Carried unanimously***

Moved that the Inwards and Tabled correspondence be received.

***Sandra Tonkin Moved / Jackie Grant Seconded
Carried unanimously***

General Business:

Traffic Calming Option Proposals

The Board received the “Ouse Street Traffic Calming Options” report from Michael Voss (Roading Manager – Waitaki District Council). Having studied the report prior to the meeting the Board discussed the three traffic calming proposals and the Council’s recommendations. The Board favoured the third option to:

1. Shift the existing School sign to a more visible location, install an additional School sign and install extra road marking at the pedestrian crossing, **and**
2. Install edge lines and a P5 time-restricted parking zone, **and**
3. Construct a raised pedestrian platform.

Moved that the Board endorse the third traffic calming option contained in the report and relay this preference to the Waitaki District Council.

***Sandy Ballantyne Moved / Mackenzie Skene Seconded
Carried unanimously***

Learning Area Report – Mathematics

The Board discussed the Mathematics Learning Area Report and its conclusions.

Moved that the Board accept the report and its recommendations.

***Tracy Walker Moved / Sandy Ballantyne Seconded
Carried unanimously***

The meeting closed at 7.10pm

The next meeting is scheduled for Thursday 15 September 2016 at 6.30pm at the Learning Centre