

Waitaki Girls' High School Board of Trustees
Minutes of the Meeting held on Thursday 27 July 2017 at 6.30pm
in the Learning Centre

Present: Tracy Walker, Lyndon McLay, Jackie Grant, Sandra Tonkin, Katelyn Borrie and Susan de Geest
Apologies: Emma Middlemass
In Attendance: Sally Grant (Executive Officer) and Nila Sime (Board Secretary), Margie Baird (Hostel Manager) and Christine Williams (Assistant Principal)

Lyndon welcomed everyone to the meeting and granted speaking rights to Christine Williams.

Minutes

Minutes of the meeting held on 22 June 2017 were taken as read and confirmed as a true and correct record.

*Tracy Walker Moved / Katelyn Borrie Seconded
Carried unanimously*

Principal's Report:

Highlights from the Principal's Diary: Accepting a Defibrillator for the school from the Masonic Lodge / Attending House Choirs / Visiting Hampden, Weston, Ardgowan and OIS schools with WBHS / Luncheon with WGHSOGA / Attending NZSTA Conference in Dunedin / Attending the Waitaki District Sport and Recreation Needs Assessment and Feasibility Meeting

Community of Learning: The COL principals (WBHS, WGHS, Fenwick, Oamaru North, Oamaru Intermediate, Oamaru Free Kindergarten Association) have had a lengthy meeting. We have discussed the following:

1. The COL will be called Waitaki Ara (Pathway)
2. WGHS qualifies for 3 'In School' Teachers and The COL itself qualifies for 2 'Across School' Teachers. All appointments are made by a COL panel with school representation on each.
3. Privacy protocols – shared data must not identify individual students
4. Purpose of the COL – to share strategies, create seamless pathways for our learners, ease important transitions, collaborate within and between schools, relentless focus on improvement, avoid being an 'add on'.
5. Challenges – must have 3 Achievement Challenge goals – discussed the following: consistency of practice, learning to learn strategies, engagement, growth mindset, student inquiry, building on skills and consistency of practice, spiral of inquiry for teachers with rigorous focus on school wide achievement, transitions, literacy and numeracy, feedback to students, self-regulated learning, student agency, digital fluency
6. The establishment of the COL needs to be signed off by Ministry of Education – they have our paperwork. Each board agrees to a Memorandum of Understanding and Code of Ethics
7. The Governance Group has 3 more meetings scheduled for term 3. We also intend to look at other schools models to help us develop ours.

Positive Behaviour for Learning PB4L: Senior students have been invited into a Google Classroom to give their feedback on how PB4L should work in the school. We had a Dulcie Draw at the end of term two. We are continuing with our Tier Two training. The Principal, the Guidance Counsellor and the Specialist Classroom Teacher will be attending the national PB4L conference in August.

Sports Advisory Council: Members of the WGHSSAG for the 2017 trial period are: Shaun Campbell (Independent Chair), Tracy Walker (Principal), Kirstie Pritchard (Sports Co-ordinator), Paul Selbie (Head of Sport), Susan de Geest (Board Rep), Di Talanoa (Community Rep), Caitlin Judd (Student Rep), Mel Lewis (Parent Rep). The group has held its first meeting, and discussed and set targets around Sport and Community Relationships, Recognition of Achievement, Participation and Opportunity, Building Capacity, Initiatives and Issues. The group has two further meetings scheduled for term three where it will work on developing a draft strategic sport plan.

Waitaki District Sport and Recreation Needs Assessment and Indoor Recreation Centre Feasibility Meeting

The Principal attended this feedback meeting on behalf of the school. Sport Otago reported back on the report they have carried out on behalf of the Waitaki District Council. Recommendation: The Board needs to consider this carefully and the implications it has for Waitaki Girls' High School. It would make sense to be clear on our stance once the Waitaki District Council begins community consultation. The Sport Otago report, if adopted by the council, has implications as to our ability to access the second gymnasium and it also raises the question of who owns the Recreation Centre (the Trust does; not the Council) and it is a Ministry of Education Building on Ministry of Education land. Having a clear legal view on this would be advisable.

The Board discussed the operation of the Community of Learning. Tracy reported that processes are still in the early stages and would report back to the Board with progress.

The NZSTA Conference held during the holiday period was discussed with Tracy outlining the various subjects covered at the conference including the "Education Amendment Act" and "Transition to Tertiary Education" and "Changes to Charters and Strategic Planning". It was felt that it would be beneficial for some members of the Board to attend if the event is held locally again.

Financial Report:

Sally presented the financial report.

Moved that the Board approves the school payments and transfer schedule for June 2017 of \$281,746.55 and the Hostel payment schedule for June 2017 of \$58,965.75.

*Lyndon McLay Moved / Sandra Tonkin Seconded
Carried unanimously*

Hostel Report:

Margie presented the Hostel Report.

Term 3 has seen girls arriving back as weather and roads permit. Renting out the Hostel over the holiday period went well with three sets of sporting codes making use of the facilities. There is a lot happening in term 3 including a hostel ski trip, Tournament week, senior exams, dramas, "Hostel Got Talent" and winter sports.

Boarding numbers remain steady.

Maintenance is an ongoing process but Margie was pleased to report that there were only two small leaks in Romans during the recent storm.

Margie recommended that the boarding fees should increase for next year as the cost of food, wages and utilities are rising.

Moved that the annual fees for the Boarding Hostel for 2018 are increased to \$11,000.00.

*Jackie Grant Moved / Susan de Geest Seconded
Carried unanimously*

Correspondence

Lyndon reviewed the inwards and tabled correspondence and commented on as necessary.

Inwards:

- Mrs Sandy Ballantyne - resignation
- Forest Enterprises - AGM Minutes

Outwards:

- Mrs Sandy Ballantyne

Moved that the Inwards and Tabled correspondence be received and the Outwards correspondence confirmed.

***Lyndon McLay Moved / Sandra Tonkin Seconded
Carried unanimously***

The Board accepted Sandy Ballantyne's resignation from the Board with regret. Lyndon expressed the Board's appreciation of the valuable work that Sandy did on behalf of the Board both as a Trustee and as Chairperson.

General Business

Waitaki District Sport and Recreation Needs Assessment and Feasibility Report

The implications for the Recreation Centre and WGHS, as a school, of the Sport Otago Report was discussed by the Board. Both Tracy and the Manager of the Recreation Centre, Diane Talanoa, were disappointed and surprised that Sport Otago spent very little time discussing the current facility and how the Trust operates with either of them. Tracy is concerned that the representatives of Sport Otago do not fully understand how the Trust works. There are questions about how the proposal in respect of the Recreation Centre would operate and how this would affect school access to facilities that are situated on Ministry of Education land and owned by the Community Recreation Centre Trust. Tracy recommended that the school seek a legal opinion in regards to the situation so that the Board are in a position to make an informed submission during any consultation process with the community.

Moved that the Board ask David Salter to read the Sport Otago report and provide advice as to its legal implications for Waitaki Girls' High School.

***Lyndon McLay Moved / Jackie Grant Seconded
Carried unanimously***

The meeting closed at 7.30pm

The next meeting: Thursday 24 August 2017 at 6.30pm - Learning Centre