

CONFIRMED MINUTES

18 FEBRUARY HOD REPORTING

At the **25 March 2025 Board Meeting** on **25 Mar 2025** these minutes were **confirmed as presented**.

Name:	Waitaki Boys High School
Date:	Tuesday, 18 February 2025
Time:	5:30 pm to 8:30 pm (NZDT)
Location:	Waitaki Boys High School, Waitaki Ave
Board Members:	Paul Edmondston (Chair), Daniel Isbister, Darryl Paterson, Graham Hay, Greg FAMILTON, Kelli Williams, Kirsti Broad, Maiele Paia
Attendees:	Linda Crossley
Apologies:	Lachlan Wright
Guests/Notes:	Aisea Fifita

1. Major Decisions and Discussions

1.1 Welcome

Paul Edmondston welcomed everyone and opened the meeting.

Apologies from Lachlan Wright, Maiele Paia and Kelli Williams

1.2 Karakia

Graham presented a Karakia called Balance. Graham explained that he felt the words resonated with how the School Board works best.

2. HOD/TIC reporting

2.1 Technology - John Robinson

John Robinson, HOD Technology entered the room at 5:44pm and his report was taken as read.

Electrical work on the safety switches is waiting to be finished, modern switches have been ordered. Couple of weeks for these to be installed.

John says they have had plenty to do in the meantime using hand tools.

A new IT teacher has started, who is settling in well.

John feels that they are well ahead of last year at this time.

Discussion followed around students and how they were engaging.

John is concentrating on building up the students practical skills.

Internal assessments are being done in a timely manner.

30% of the boys are not confident being on their own for external assessments, so a lot of support is being given to them.

Junior schools are working hard to improve literacy and numeracy, but it will take time to work through.

Structure of NCEA is not yet determined. John has a good grasp over what to expect, and belongs to associations where there is support.

All Level 1 students are on the new NCEA system.

John was asked if there would be more Trade courses available. ARA have been great, they are working on building up the right staff to support this.

A third specialist would be great, but it is a matter of finding the right staff.

Discussion followed.

John is confident that everything is moving forward positively.

The School Board thanked John, and he left the meeting at 5:58

2.2 Social Sciences - Sam Henehan

Sam Henehan, HOD Social Sciences entered the room at 5:59pm. His report was taken as read.

Discussion followed around exam results. Sam explained that the students are really engaged, and will get extra credits with their Tourism course. This is currently only an option for the Yr 13 students.

The overwhelming feedback is that the students love Tourism. It was noted that Tourism is the 3rd biggest industry in NZ, so this is a course with some practical future outcomes for those who engage with the subject.

Sam said how well the boys react to school trips. There is a Penguin Colony trip scheduled in a months time.

What changes did Sam make last year, as referred to in his report?

New context for subjects is helping with new focus this year.

The Board congratulated Sam on everything that he is doing, as it is clear that his subjects are working really well and are having good results.

Numbers are increasing in his subjects. Sam noted how valuable it is for him having passionate staff in his department.

The Commerce Teacher has been outstanding, particularly as he was a new teacher to NZ last year.

The Board asked what classes are in Commerce?

Sam explained the new NCEA curriculum is now just Commerce. Only Level 1 has been updated, Level 2 and 3 will be updated in future years.

The School Board thanked Sam, who left the room at 6:09pm

2.3 Science - Jeremy Mansell

Jeremy Mansell, HOD Science, entered the room at 6:10pm. His report has been taken as being read.

The Board asked what Jeremy meant when he discussed in his report that the results based on equity were preferable.

Jeremy explained that it was a more accurate result.

Jeremy said he was a bit disappointed when he first looked at the results, but on further investigation he thought the results were better than he was expecting.

Level 1 is new NCEA course. The Science staff did not know what to expect, and they are focusing on assisting those boys who are looking to move in to future studies in Science.

The Science Dept have changed the way they will manage internal assessments this year, which they feel will be more beneficial for the students.

Level 2 results were great. There are some students who are looking to obtain scholarships for Science. Jeremy is feeling really confident with the students and their abilities and interest. He expressed that he has an excellent cohort in that year.

Jeremy is really pleased with the numbers of the students who are doing biology, as WBHS have tended to get a lot who do physics.

A question was asked about the externals. Jeremy explained that the University Entrance requirements can be passed by their internal results before the externals, which results in students who know they have passed losing focus at the end of the year. The dept are working towards keeping them engaged through to the end.

Jeremy discussed his experience with the older system, being 1 exam to pass or fail - and the changes over the past 25 years with NCEA which is the internal and external assessments.

The Science budget was discussed as the dept found they had more funds than they anticipated at the year end, due to students clearing their accounts.

The School Board thanked Jeremy, and he left the room at 6:25pm

2.4 PE - Ian Cathcart

Ian Cathcart, HOD Sports entered the room at 6:33pm. His report was marked as read.

Ian was welcomed back to WBHS by the School Board, after his year in Australia. Everyone was pleased to see him back at the school.

The Board expressed their appreciation of the report Ian had submitted as it had clear goals and examples.

Ian mentioned that he would like to improve Pasifica outcomes in sports. Ian will work with staff to assist these students to get better results.

Level 3 is very much about bio mechanics so it is quite a tough course. Ian is looking at how to connect with these students.

There is an increase in numbers in Year 13. Ian was asked why.

His response was that the Level 3 program tends to be more leadership focused or academic. Ian is looking at incorporating more trips for the students this year.

Ian explained that 3 of the 7 new students are new students from other schools this year.

Offsite learning will be done at Middleton. Ian is keen to grow offsite learnings.

The Sports Dept are looking at how to engage with the community more in the future.

Ian shared his vision for the new PE space. He is keen for it to have more visuals, and having a third teaching space. They have plans to customise this new space to maximise engagement.

The Board asked what Ian found that Australian schools did better than NZ schools.

Ian said the curriculum was a surprise, as it was not better than NZ, despite being led to believe the opposite before he went there. He said there were big expectations on teachers in terms of expectations and being on duty. He did note that having lots of teachers in hi-vis made the kids feel more secure and safe.

He also enjoyed a great student management software system in Australia.

Overall Ian felt that NZ was as good, and noted how lucky WBHS is in terms of facilities and weather compared to where he was in North Australia.

The Board thanked Ian, and he departed the room at 6:48

2.5 Maths - Emma Prosser

Emma Prosser, HOD Mathematics entered the room at 7:01pm. Her report was marked as read.

From her report, the Board asked where does technology sit as the biggest barrier? Emma explained that teachers are software specific through their previous experiences, so it can take some time bringing them up to speed on using Teams, Kamar and MS365. It can be a start of the year hurdle.

For the students, getting the formal file management is really important, and causes ongoing issues if the students do not learn and practice good file management.

Emma explained that this is mostly a junior student issue. To counter that, teachers across the school use the same language in terms of telling the students to save their work to their One Drive. Emma provided her staff with print outs of all student passwords and logins, and also had some senior students assisting the junior students so that they could get themselves set up asap.

Discussion followed. Emma did share that if files are not saved, with the system we use in the school, we are able to locate any students files. This is helpful.

It is important at junior school to ensure that kids know exactly where they are at. They need to clearly understand exactly where they are at in terms of their learning, to be able to be shown how to get to the next level. Some students in Year 11 sit back and wait for the teacher to teach them, not realising the change in teaching methods from junior to senior school. The new standards are so open now with teachers teaching the curriculum. The expectations are frustrating, and Emma feels that it needs a mindshift.

There remains major issues with a lot of students having no basic skills, although this is countered somewhat by others who are natural learners.

Discussion followed about the Maths Dept sharing with Social Studies to combine numeracy skills with social studies. Geography has a lot of maths calculations, which can easily transfer to mathematics with just a few tweaks. Emma explained that they had worked with the farm for real life examples of maths, but she is enjoying working with Social Studies towards improved numeracy.

The Board asked if the mixed year 11 class was a positive or a negative? Emma said that they are working with the students who are struggling, but skill levels are very spread. Language with some students who have limited English has been an issue, as it is with all subjects.

Internal PD has not been useful and software updates are frustrating as it results in sometimes dramatic new learnings and time to understand the changes to key software. There are some great PD ops coming up that Emma would really like the Maths Dept to attend. One such opportunity is Mr Peter Liljedhil doing a presentation in Dunedin which would be super fabulous for the whole dept to attend. He specialises in defronting a classroom, which is when you allow the student to discover the answers, giving them that 'aha' moment, rather than standing at the front to teach.

Discussion followed.

Overall Emma is feeling positive about this year and is very happy with her new team. The new staff have very solid teaching backgrounds and valuable experience which is being felt already. They are a great addition to the dept.

The Board thanked Emma and she left the room at 7:28

2.6 Music - Stephen Hinds

Stephen Hinds, HOD Music entered the room at 7:29pm. His report was marked as read.

Stephen is currently working with the band for the Adams Family musical. It is a big show, and will be on April 2nd. Greg Familton has committed to be assisting in the wings.

Regarding music, Level 1 did very well with their external assessments. Most got merit, which was very pleasing for Stephen.

Boys at level 2 & 3 are opting out of external exams (which appears to be a common theme among other subjects).

In music, Stephen said that the progression is really difficult and the boys in those levels don't want to do the externals as they are so hard.

The Board asked if other music teachers were finding the same issue?

Stephen said that if a student had been learning music formally for a few years, they naturally do well. For others who have no musical background or experience, the course is more of a challenge.

Questions were asked about how next year is looking after there being no Level 1 in 2025.

Stephen's ideal class size would be 15-18 for Level 1, which filters down as they move upwards, with other subjects taking precedence for students as they narrow their goals and subjects to take. Stephen feels that enrollment in music is a cyclical thing, and is not too worried about the lack of Level 1 classes this year.

The Board thanked Stephen for his report, and he exited the room at 7:37

2.7 Art - Kay Strathern

Kay Strathern, HOD Art entered the room at 7:39, and her report was marked as being read.

In the review Kay supplied, Kay mentioned that she really wanted to attend a particular PD in 2024 that she missed out on.

Kay's student results were above national average. There are 2 externals, nationally the pass rate was only 73% but WBHS got 100%.

The new look folio's also got the full 100%.

Kay commented that there was a lot of work involved with getting the boys ready for assessments, but that she is pleased with how art is going.

Kay researched how many credits other schools were achieving as we are offering 10, and across the board we are looking good.

A lot of the students have moved on to Level 2, some students have left the school.

22 or 23 students are doing painting.

There are 20 Level 1's.

Kay is very pleased with the current students.

A pathway for painting is being created as it is such a specialised skill, and print making has been introduced for Level 2.

Discussion followed around all classes and exam plans.

The Board thanked Kay, and she left the room at 7:55

2.8 Agriculture Josh Ratcliff

Josh Radcliff, HOD Agriculture was unable to attend the HOD presentation to the School Board, and send his apologies.

2.9 English - Jordan Horrell

Jordan Horrell, HOD English entered the room at 7:55. The board accepted his report as read.

Jordan started explaining that Literacy is trending in the right direction, and they have great building blocks from last years work which is very positive.

There was a school wide focus on writing. The English Dept are looking at reading initiatives to improve this year.

Students at Level 2 & 3 are wanting to opt out of the external assessments. Jordan says that it is an attitude issue along with the practicalities of the externals.

When the new Level 2 & 3 arrive, they will see if there is an improvement. Discussion followed around that topic.

Preparation for exams is the best learning you can do if you want to be an academic.

Level 2 English externals were really pleasing.

Jordan discussed whether it is a system failure that some boys fail after 3 or 4 attempts.

He explained how some boys are at different levels. There is a significant number of students who need assistance to reach their goals.

There are enough resources, but there are some boys who are just so far behind that it is really difficult for those students to reach the levels they need to reach.

Discussion followed.

20 students did not get literacy, and statistically that is not too bad.

The Dept are focusing on Year 12's which is identified as the highest risk. Discussion followed about the longer term detrimental affect on the students who do not pass.

Jordan is confident that they can manage these students. He was firm about ensuring that those students know where they are at in terms of whether they have the skills to pass or not.

Jordan is working with Evaluation Associates as suggested by MOE. WBHS was selected based on results and the equity index. Basically it is support for WBHS to improve our results. Only one meeting so far, but sounds like PLD. It should be useful.

Jordan feels that we need more resource for Maori and Pacifica. They are working towards finding better and more relevant resources. Teaching English can be trial and error, with English you are teaching the skills rather than the text. Its very dependent on the teacher, some of whom are very comfortable with the texts they are used to using and that have proved successful in their teaching to date.

There is not currently a prescribed set of texts, but the new curriculum is expected to provide text. This will be quite a change. They expect to have more information on this on Thursday this week.

Jordan talked about his goals with the department.

The Board thanked Jordan for his time, and Jordan left the room at 6:18

2.10 Chair Scan

Discussion around the van proposal. Finance was discussed. Discussion around 24 months finance. Discussion followed.



New School Van Proposal

The Board Approved the purchase of the new School Van as per the proposal with Finance to decide on 24 or 36 mth Term.

Decision Date: 18 Feb 2025
Mover: Kirsti Broad
Seconder: Paul Edmondston
Outcome: Approved



Crab Camp

The Crab Camp Ram was approved

Decision Date: 18 Feb 2025
Mover: Paul Edmondston
Seconder: Daniel Isbister
Outcome: Approved



South Island Secondary School Rowing RAM

Approved

Decision Date: 18 Feb 2025
Mover: Paul Edmondston
Seconder: Greg Familton
Outcome: Approved

Paul Edmondston, Board Chairperson, shared with the School Board that due to his new role he may not be able to continue in the school board chairman role. He has not made a decision yet, but wanted it noted that he had raised this with the Board. He will advise at the next Meeting on 25 Feb 25 if he will have the time to continue in the role as Chairman in 2025.



Archiving - Document Disposal

The School Board agrees that the documents identified by the Archiving team be destroyed.

These are school documents over seven years old, being made up of Student Records, Governance Records, Personal Records and Administration Records

Decision Date: 18 Feb 2025
Mover: Paul Edmondston
Seconder: Kirsti Broad
Outcome: Approved

3. Meeting Evaluation

3.1 Meeting Evaluation

Daniel Isbister provided the meeting evaluation.

He said that it was great to move through Chair Scan items when there was a break or a wait in the meeting, through the evening rather than waiting till the end to go through all items.

Daniel noted that the HOD's all sounded positive and that it was a very informative evening.

4. Close Meeting


4.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Karakia

Evaluation

EOM

Signature: p.p. 

Date: 25/03/2025