

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees held on  
Wednesday 8 August 2018 at Delshaw Avenue Whangaparaoa  
Commencing at 6.30 pm**

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**Present**

Heidi Parlane, James Thomas, Mat Harris, Mike Enright, Grant Dabb, Marara Schreurs, Derek Middleton, Ben Creevey

**In Attendance**

Caroline Butland (Minute Secretary), Graeme Williams (DP), Kim Osborne (Guidance Counsellor)

1. **Karakia / Waiata** – Marara and all present – Marara gave us all a bookmark with ‘He Karakia Kai’ – “A Prayer for Food” which we recited together
2. **Conflict of Interest** Nil
3. **Apologies** Gabrielle Martell-Turner, Craig Caminos
4. **Decisions/Resolutions:**

a) Ratification: Mathew Harris’ inclusion to our Board of Trustees via Selection Process

Moved: Grant    Seconded: Gabrielle    Carried

b) Resolution to replace the vacant position arising from Grant Dabb’s resignation by selection:  
Proposed resolution: *“That the Board replaces the vacant position arising from Grant Dabb’s resignation by selection process.”*

Moved as accepted: Marara    Seconded: James    Carried

**5. Monitoring / Information**

• **Kim Osborne (Guidance Counsellor)**

Kim, our head of Guidance joined the meeting to give a ‘big picture’ view of the Guidance department at the College. Kim thanked the Board for their continued support of the school and shared that our Counselling team is made up of:

- Fleur Davie who has a nursing background and is a counsellor (4 days a week at WGPC)
- Dave Sanders – counsellor (2 days a week at WGPC)
- Kim Osborne who is a qualified teacher and counsellor (full time)
- There are also 2 trainee counsellors with us at the moment

There is definitely an increase in the workload over the past few years and the presenting issues reflect the needs of the community. Presenting issues are becoming more varied and sometimes very serious. We work with CYC Trust and external agencies to support our learners. Our Guidance department is proactive in trying to get involved as early after enrolment as possible. The clientele is made up of learners referring themselves and others referred by teachers or Deans. Camps and workshops are organised to best support our learners. Better resources and more funding is always welcome.

**Suggestion that Kim presents a few ideas at a Teacher PD meeting regarding what to look for in at risk learners?**

- **Principal's Report**

James mentioned that since writing his report, there had been 2 fights which is very rare – one on site and the other off site but both incidents had been taken very seriously. The off-site fight had also been filmed and appeared briefly on the Hibiscus Coast Facebook page. As soon as this was brought to our attention, the group Admin had been notified and the post removed. Several members of the community notified us of this post. The learners involved in both incidents have had received serious consequences.

It was also brought to our attention that a Special Needs learner who has a complex history had been feeling hassled which we weren't aware of; and is no longer attending school. James urged anyone who hears any news like this, to please get in touch with him as soon as possible so that these matters can be dealt with in a timely manner.

James advised the Board that the school had been donated a trophy by the King's Empire Veterans from the RSA. He will have a review of the awards to find a purpose, category etc.

James asked for any comments on his report and was told it was an encouraging report, lots of good things happening. The results provided within the report were good to get an idea at mid-year.

Derek pointed out that the school can be judged on bullying but if we don't know about it, nothing can be done. Kids mention being bullied but give vague information which could be called 'bullying'. All schools have bullying issues. If you hear anything – please tell James.

**Suggested that sports fixtures and events are posted on the Hibiscus Coast Facebook page as well as a link to the Whangaparaoa College Facebook page.**

## **Sub Committee Reports**

### **Finance:**

Grant highlighted a few points in the report.

The Balance Sheet Budget was tabled. The Finance Committee has approved this, Grant proposed we accepted it.

Moved: Grant    Seconded: James    Carried

### **Property:**

Bills for the water leaks will be sent to the MOE. James called MOE after the property meeting to advise them and they sent someone out on the same day to meet with Ginny.

Prefab vs building – not much cost difference. Prefabs are more restrictive – buildings can be purpose built.

The Café area is not being enclosed.

### **Policy:**

Sincere apologies – the 3 new policies that the Policy Committee developed in June will be tabled in October.

### **Personnel and Discipline:**

The Board moved into committee at 8.35 pm to discuss personnel and discipline matters.

Out of committee at 8.44 pm.

## **6. Administration**

### **a) Minutes of previous meeting**

Recommendations: That the minutes of the previous meeting held Wednesday 13 June 2018 be approved as a true and correct record.

Moved: Mike    Seconded: James    Carried

b) **Correspondence**

**Inwards**

Rob Anderson – OC Zone letter – James will respond to statements.

c) **Identify agenda items for next Business Meeting**

Information regarding James' appraisal will be in October (might be in committee)

d) **Any other business**

Our next Business meeting is scheduled for Wednesday 10 October which falls during the holidays. James suggested rescheduling this for the following week – Week 1 of Term 4.

**Dates will be circulated to see who's available when.**

Ben requested time to share his conference learnings and feedback – this will take place at the next Strategic meeting. **Ben will send out an email with a link where we can find information about the NZSTA Conference keynote speakers.**

Grant's 11 year tenure on the Board was acknowledged and he was thanked for his insightful, grounded, encouraging manner. Grant's passion for the kids, the community and the teachers has been very evident. Whangaparaoa College has been well supported and is a better place for having had Grant as a BOT member. **A farewell dinner is being planned for BOT, SLT and Exec members – Caroline to send an email.**

**7. Karakia/Farewell**

Marara

Heidi Parlane, Chair \_\_\_\_\_

Meeting Closed at 9.10 pm

**Next Strategic meeting**  
Wednesday 12 September

**Next Business meeting**  
**Week 1 Term 4 – email to follow**