

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees held on
Wednesday 19 February 2020 at Stanmore Bay Road Whangaparaoa
Commencing at 6.30 pm**

Present

James Thomas, Ian MacLeod, Gabrielle Martell-Turner, Mat Harris, Craig Caminos, Ben Creevey, Marina Vaha, Alex Jones, Derek Middleton, BJ Wilson

In Attendance

Caroline Butland (Minute Secretary), Graeme Williams (DP)

James welcomed everyone and advised all of Heidi's apologies.

1. **Election of Board Chair** – Heidi Parlane Nominated, accepted - unanimously voted in
Deputy Chair – Ian MacLeod Nominated, accepted – unanimously voted in
2. **Karakia** – BJ Wilson
3. **Conflict of Interest** Nil
4. **Apologies** Heidi Parlane

James handed over to Ian MacLeod to run the meeting

5. Decisions/Resolutions:

- a) Ratification of 2020 amended meeting dates. Caroline to send invites to all meetings on the schedule to relevant sub-committees.
Proposed: Ian Second: Ben
- b) Resolution to approve Delegated Authorities – unchanged since 2019
Moved: Ian Second: Ben Carried
- c) Resolution to approve sub-committee terms of reference
Disciplinary, Finance, Personnel, Policy, Property
All Agreed Carried
- d) Resolution to approve the Property 10YPP – recommended by the Property Committee
Moved: Ian Second: BJ Carried

6. Principals Report

Supplementary page handed out. James mentioned that our roll numbers are slowly creeping up and gave an update on the proposed zone scheme. Discussion around what space our new builds/alterations offer.

The BoT are happy to help and support as and when necessary – even happy to visit the MoE. Staffing: The Board pay 5 more staff – we'll now need 6 more Staffrooms, Gym space, Auditorium etc, all need more space due to roll increase. We have about 20 netball teams already – so many facets increase and demand when the roll grows. We need at least one new building by next year, 2 would be great. Key focus: on 2 March, James is going back to the MoE to confirm numbers and will give regular updates at Property meetings.

Prizegiving review: learners will have the opportunity to give feedback.

Review of Excellence breakfasts being done too – Lisa doing this.
Epidemic/Pandemic Policy – nurse to check then feedback to Policy Committee.
It's evident with hearings – more counselling is needed. Hoping to employ Nicole – after the budget is known – will be on 'must spends' – depending on budget.
Suggested to include Josh Fox in 'community involvement' subcommittee on WIP sheet.

7. Sub Committee Reports

a) Property

With regards to the new builds, tikanga to be observed. Marae – what engagement has been had with the Maori community. Josh & Awatea with Kereama.
SIP Funds - \$400K – fields/astro. The Board gives the Property Committee the go-ahead to decide priority of what is needed.

General Business

8. Administration

a) Minutes of previous meeting

Recommendations: That the minutes of the previous meeting held Wednesday 11 December 2019 be approved as a true and correct record.

Moved: Ian Seconded: Ben Carried

- b) Board self-review: end of this week or early next week a questionnaire will be sent out – please complete it by Friday 28 February 2020.
- c) \$400K SIP funds – see above
- d) Board meet the Deans – breakfast and walk around – Caroline to find a date.
- e) NZSTA Conference 17-19 July – names to Caroline by Monday please. Board Strategy meeting in July to move out by a week to 22 July to be after Conference.

9. Karakia/Farewell

Waiata

Heidi Parlane, Chair _____

Meeting Closed at 9.00 pm

Next Strategic meeting
Wednesday 22 July 2020

Next Business meeting
Wednesday 12 August 2020