

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees held on
Wednesday 9 August 2017 at Delshaw Ave Whangaparaoa
Commencing at 6.30 pm**

Present

Stephen Parker, Craig Caminos, Ben Creevey, Grant Dabb, Heidi Parlane, Tim Rea, Marara Schreurs, Kate Jack, and Graeme Williams Acting Principal

In Attendance

Delwyn Argar (Minute Secretary)

Apologies

Mike Enright, Gabrielle Martell-Turner

- 1. Karakia** – Marara Schreurs (before kai)
Marara Schreurs (before hui)

- 2. Conflict of Interest**

Nil

- 3. NZSTA Conference report**

Ben reported on the sessions that he attended at the conference. He said that the conference was very worthwhile and he and Gabrielle benefited from the experience. The conference sessions are available on the NZSTA Website.

- 4. Ratification of Grants Request (sent electronically)**

Motion:

“The Whangaparaoa College Board of Trustees supports the Whangaparaoa College application to Pub Charity Limited for a contribution of costs towards the Year 10 Spirit of Adventure Team Voyage 2017 up to the value of \$2,500.”

Moved: Marara Schreurs

Seconded: Grant Dabb

- 5. Appointment of Returning Officer – Learner Election**

Discussion was had regarding the possibility of having more than one Learner representative on the Board. Delwyn to enquire with NZSTA what the ruling is around the number of learner representatives allowed on the Board. The findings of this will be emailed out, and if it is possible to have more than one learner a motion may be sent out electronically to support two learner representatives.

Motion:

“That Jacqui Harris be appointed the Returning Officer for the 2017 Learner Election”.

Moved: Ben Creevey

Seconded: Marara Schreurs

- 6. Minutes of the Previous Meeting**

Motion:

“That the minutes of the previous meeting held on 14 June 2017 are accepted as true and correct, with the minor typo corrected”.

Moved: Stephen Parker

Motion Carried

7. Work in Progress

Items covered in other areas.

8. Correspondence

Inwards:

STA News

Outwards:

MoE – Decapitation Application Gulf Harbour (no objection)

9. Acting Principal's Report

Kāhui Ako

Graeme reported that Aleisha Hazlewood has been appointed to one of the three Across School positions. The other two have been filled by teachers from Whangaparaoa Primary and Stanmore Bay School.

There were 41 applications from our teaching staff for either a Kāhui Ako position or a Deaning role, a total of 17 positions were available. These teachers were interviewed by Dawn and Jason. Graeme expressed his thanks to Dawn and Jason for the time and effort put into this process, which included feedback to all interviewed. The announcement of the successful applications will be made at the teacher meeting on Monday.

Learner Support Team

Graeme informed the Board that SENCO, Chris Brown, is on ACC leave at present. Processes are being put in place to cover his role whilst he is on leave. At this stage, it is still unsure as to how long he will be absent.

Enrolments

The first enrolment night had just come to a close prior to the Board meeting. The number of enrolments was higher than previous first nights at 60. This further supports the future growth predication as per previous meeting.

GATE

Looking at the transition of the GATE learners from Yr 8 to Yr 9, to ensure that the learners are clustered together in their strength groups eg Maths/Writing etc.

Learner Achievement

Priority learners are constantly being analysed, it is a fluid list that is being monitored and updated regularly. – Board asked if participation in sport/other activities would help the 'At Risk' learner? It was noted that pro-social groups are helpful (learners who have the same interests working together) as this gives learners motivation and focus, it could be a sports group or another extracurricular activity.

Academic Counselling

All learners will have completed a Learner Led Conference by the end of the year. If their caregivers are not available, an SLT member or Dean will act on their behalf.

International

On the recent marketing trip to Japan, Josh Fox (HoD Maori) and Debbie Culliford (International Dean) accompanied Jason. It was great to be able to share our culture at their schools.

Staffing

Graeme would like to have money designated in the 2018 budget to cover the cost of travel to bring newly graduated students from various universities.

8. Finance

As the Donation request letter for Term 3 has not yet been sent, it was suggested that there be a paragraph added to give those an option to contribute to the Donation of those less fortunate. The letter is to be revised before sending.

The June accounts presented. Noted that the Board funded staffing has \$60,000 underspend from last year, Debbie Plant to report back. Further discussion to be had around the Working Capital and what is an acceptable amount to hold in reserves.

9. Property

Solar

The installation of the solar panels are getting underway. A suggestion that the upper carpark could be covered and have solar panel installed, with stations for electric cars. This could give extra revenue to the College and more power savings. It could also incorporate the current unused land above the existing carpark, giving it a significant use, thus future proofing land reserves.

Gym

The Gym still has major issues. Members of the property committee are meeting with the MoE tomorrow, this is one of the items up for discussion.

Teaching Spaces

There is still disparity with the MoE on what teaching spaces we have available. The MoE are counting spaces that we feel are not individual teaching spaces - they are areas that connect spaces and are used by the adjacent class. Eg Labs, Hard Tech areas with machinery. More consultation will be had, as this could jeopardise the funding of more classrooms.

Land Sales

Graeme reported that further to information provided by Phil Stroud; that the Board have a 'voice' but not a 'say' about what land is available of sale, and its use. The Board can indicate that they have an intention/purpose or future use for the land. Graeme has had contact with Clive Huggins, National Manager Acquisitions and Designations, Land and Property Services, Ministry of Education who will put forward the Board's position about the excess land. As has been discussed and decided previously, the land that is adjacent Whangaparaoa Rd is deemed as excess by the College and there is no prejudice in this being sold – providing that the access to this land is from Whangaparaoa Rd and the walkway from the traffic lights on Whangaparaoa Rd to the College driveway is kept. The Board would like Clive Huggins to acknowledge that the Board are mindful of their social responsibilities with the current housing shortage in Auckland. However, it is considered prudent by the Board to keep the land above the top carpark for a possible extension of the existing carpark in consideration of forecasted growth.

11. Policy

The policy committee are meeting on August 14.

12. Health & Safety

The Health & Safety committee will be meeting before the end of term.

14. Personnel & Discipline

Moved into Committee at 9.00 pm for the Personnel & Discipline reports

Motion: *“That under section 47 (1) (d) of the Local Government Official Information and Meetings Act that the public be excluded from the following part of the meeting. The Board wishes to discuss the matter in private as it involves the privacy of students/staff.”*

Moved: Stephen Parker

Motion Carried

The Board moved out of Committee at 9.31 pm.

15. Grant Application

Motion

“The Whangaparaoa College Board of Trustees supports the Whangaparaoa College application to Pelorus Trust for a contribution of costs towards the College Auditorium Lighting Upgrade to the value of \$10,000.00.”

Moved: Heidi Parlane

Seconded: Grant Dabb

16. General Business

Stephen presented Delwyn Argar with a gift, flowers and card as it was her last meeting as Board Secretary. He thanked her for all her work over the years as Board Secretary. Delwyn thanked all the Board members for their gift and kind words.

Stephen Parker, Chairman _____

Meeting Closed at 9.32 pm

Next Strategic meeting **Wednesday 13 September 2017** at 6.30 pm

Next Board meeting **Wednesday 11 October 2017** at 6.30 pm