

Minutes of a Meeting of the Whangaparaoa College Board of Trustees held on Wednesday 13 February 2008 at 25 Delshaw Avenue, Whangaparaoa, commencing at 6.34pm.

Present

Mark Powell, Berniece Tait, Grant Dabb, Hayley Morgan, Murray Roberts, Peter van Kampen, Wendy Glamuzina and Brian O'Connell.

In Attendance

Ginny Catterall (Minute Secretary) and Gary Sturgess (Board Secretary).

Apologies

Trish Nathan. Brian -10 minutes to attend a Parent Meeting.

Election of Board Chair

Brian assumed the Chair and called for nominations for Board Chair. Mark Powell was nominated by Grant and seconded by Berniece. There being no further nominations Mark was declared elected.

Draft Annual Plan

The draft Annual Plan for 2008 was presented. Brian to develop some action points around "Developing a stronger relationship with our Community" for the March meeting.

Brian will bring School Values to the next meeting.

The Values focus for 2008 is "Respect".

Staff Development needs expanding.

Brian will report back to the Board at every meeting.

Brian

Minutes of Previous meeting

Motion: that the minutes of the previous meeting held on 28th November 2007 be approved as a true and correct record.

Moved Berniece / Grant

Matters Arising from Minutes

1. Strengthening of House Structure

- a) A teacher and a student prefect will be in charge of each house
- b) Some improvements starting to show
- b) Establishing the structure and culture will be ongoing
- c) Prefects are to construct a framework for naming houses in March
- d) Regular Inter-house events will be organised – 2/3 each Term
- e) Brian will report again to the Board in April

Brian

2. Financial Forecasting

The Budget remains work in progress. More work needs to be done on reducing the deficit.

Forecasting accuracy is a concern. Variance to the budget needs to be acceptable. An external review by an accountant will commence next week. This will include comparisons of benchmarks with other schools.

Brian will send Mark a timeline of processes with urgency.

Brian

3. 2008 Fee Strategy

A schedule of 2008 subject fees was presented.

The Donation remains unchanged, but it needs to be paid.

The Yearbook will not be distributed to those with unpaid donations.

There will be no trips for those with outstanding course fees.

2008 has already seen an increase in fee payments due to tightening up on this.

The Board can expect negative feedback due to these policies, but they must be endorsed.

Motion: That the Board adopts the fee strategy. Berneece / Wendy

Principal's Report

1. Land Sales Funds

The Ministry will transfer land on the hill at the back of the school, and the area of swampland below the school to the Rodney District Council.

The Council have also shown interest in the area of land adjacent to Whangaparaoa Rd, and this will be presented at their next Council meeting. They would like to use it as the site for a community house. Brian will update the Board on progress at each meeting.

Brian

2. Meeting with Neighbouring College Boards

Brian to arrange a meeting with the Orewa Board Chair and Principal to discuss objectives of a joint Board meeting in April.

Brian

3. The Quality of Education – Areas for Improvement

These were presented as bullet points from the ERO Report. Nearly all of them have been dealt with as a matter of good practice.

Point # 8 - Management of Learner Behaviour needs formalising. Murray will work with James to prepare a report documenting the processes of suspensions, and report back to the Board at the next meeting.

Murray/James

Points # 15 and 16 - Achievement, concerns only 8 Pacific students in the school.

This is not enough to be statistically significant. Brian will report to the Board annually on Pacific student achievement to comply with requirements. Brian will monitor the intake of Pacific students.

Brian

4. NCEA

A report was presented. Brian will present a more detailed data report at the next meeting. Results were not as good as expected, particularly in the middle cohort (more than 40 credits). However Asttle testing indicates they are at the national average.

Brian

2008 Level 1 learners are at a higher academic level than 2007 Level 1 learners.

Improvements in teaching processes are needed, including bringing forward internal assessments. Learners need to be pushed harder.

Comparisons with other schools, deciles, gender comparisons etc will not be available until later in the year.

5. Property

Brian reported on the positive achievement of the new project team in the completion of the new J-Block and recommended that this be acknowledged by the Board. Brian will write a letter of appreciation which Grant will sign. Brian will organise an official opening of the new block, involving year 7 & 8 learners, contractors and media.

Brian/Grant

Brian

6. School Visits

Brian requested that Board members take the opportunity to visit the school during school time.

All

Board Committee Review

IT WAS AGREED that the Board would look for a suitable person, preferably with a learner in Year 7 & 8, who has specific skill sets to be co-opted in the future. The committee structure would be reviewed at the April Board meeting, to include Peter.

All

PCG Meetings

IT WAS AGREED that Peter would be invited to future PCG meetings.

Brian

Meeting Closed at 9.15pm.

Next meeting: Wednesday 12th March 6.30pm.