

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees  
held on Wednesday 13 August 2008 at 25 Delshaw Avenue,  
Whangaparaoa, commencing at 6.30pm.**

**Present**

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

**In Attendance**

Ginny Catterall (Board Secretary), Brad Milne (Head of PE and Health).

**Apologies**

Nil

**Health Curriculum**

Brad Milne presented "Learning Intentions" for proposed health education at each year level from 9 – 12. Target areas are Sexual Education, Decision making, and Alcohol.

**Motion: That the Board endorses the Health promoting programme as presented  
Moved Grant / Berneece**

Feedback on progress will be presented at the meeting of 12 November. Brian will report back at the next meeting on sex Education as part of the big curriculum picture in years 9 & 10.

**Brian**

**Minutes of the Previous Meeting**

**Motion: That the minutes of the previous meeting held on 9<sup>th</sup> July 2008 be approved as a true and correct record.**

**Moved Murray / Grant**

**Update on Action Points from Previous Minutes**

**1. House Structure**

Brian will email final House names to board members.

**Brian**

**2. Neighbouring Boards**

Mark will follow up.

**Mark**

**3. Review of Board Governance**

The Board would like another review, but at no cost to the school.

**Motion: That the College will seek a proposal from Cognition Consulting for a Board Review.**

**Brian**

**4. Omnilink**

James and Peter met with Phillip Caunter from Omnilink. James is working on how the college can get the most out of this investment. This includes reviewing the file contents and database for the 5YPP and 10YPP.

The programme would be a challenge for staff to use and keep up to date. James will report back at the next meeting, and make a recommendation as to which direction to pursue, and why.

**James**

**Correspondence**

**Inwards:**

**a) NZSTA**

Conference update

**b) HPV (Human Papillomavirus) Immunisation Programme**

The programme is for year 8 girls and is run by the Ministry of Health. The college will be the venue for our students. The decision is parental.

**Motion: That the inwards correspondence be accepted.**

**Moved Berneece / Mark**

**c) Letter from previous staff member**

The Board agreed that a letter from an ex-staff member would not be tabled as the issues had not previously been discussed with the schools management. Grant and Brian will meet to discuss the letter.

A copy of the "Complaints Management Guidelines" is to be emailed to members.

Brian will put forward a proposal for exit interviews at the next meeting.

**Brian / Grant**

**Brian**

**Principal's Report**

**1.Travel Plan**

The RDC and ARTA are working with the college. The purpose is to enable safer travel to and from school, and reduce the costs.

*Amendments to Draft Action Travel Plan:*

*Paragraph : 1 "Orewa College" changed to "Whangaparaoa College".*

*Objectives of a School Travel Plan for Schools: delete "trains."*

**Brian**

**Motion: That the Board accepts the travel plan as outlined.**

**Moved Berneece / Mark**

**2. Schools Plus**

The aim of this government initiative is to keep students in school, or training until age 18. Funding by the Ministry is an issue. North Shore principals are meeting with the Minister to discuss this.

Brian will give feedback at the next meeting.

**Brian**

**3. Funding for Special Needs**

A break down of expenditure on special needs was presented. Funding for this is decile related and is low. Special Needs identification is a priority. Brian will review via the Strategic Plan and report at the next meeting.

**Brian**

**4. Achievement Plus**

This is a programme for year 11 learners. It provides targets for learners to work towards. All learners have a staff mentor who meets with them monthly to check on progress towards their targets. It is based on ability, not performance. This will be publicised in the newsletter and in a letter to parents.

**Brian**

**5. Teacher Only Day**

December 5<sup>th</sup>. Karen Boyes will be presenting to teaching staff. Board members to be invited.

**Ginny**

**Motion: That the Teacher Only Day is approved.**

**Moved Berneece / Grant**

**6. Enrolments for 2009**

Out of Zone Enrolment placements for 2009 are: Year 7 50 places  
Year 9 50 places  
20 places at other levels

**Motion: That the Out of Zone placements are accepted as discussed.**

## **Student Trustee Election, 12.09.08**

**6<sup>th</sup> August 2008: Motion that Ginny Catterall is appointed as returning Officer for the 2008 Student Trustee Election**

**Moved Grant / Mark**

## **Finance**

Financial statement presented. The position is in line with the 2008 budget, but it must be remembered that although the 2008 budget is cash neutral, it is still a deficit after depreciation. Recognising set-up needs the aim is to progress to a fully balanced position in the 2010.

**Motion: That the Finance statement and cheques as presented are accepted.**

**Moved Berneece /Grant**

## **Policies and Review**

No report.

## **Property**

Report presented. Brian has contacted RDT Pacific re delays. Time and funding are the two main concerns. Some urgent decisions may need to be made around the site.

**Motion: That the Board delegates authority to Peter, Grant, Mark and Brian for urgent site decisions.**

**Moved Berneece / Wendy**

*Brian*

Brian is arranging an engineers report on cracks in the gym floor.

## **General Business**

### **a) Funding Applications**

Bellissimo Funding Application requests

- a. Pacific Sports and Community Trust
- b. Pub Charity
- c. Mazda NZ Foundation
- d. Lions Foundation

**Motion: That approval is given to Bellissimo to seek funding as detailed.**

**Moved Mark / Berneece**

### **b) Trustees for Board Hearings**

The Review of Board Governance needs to look at Trustees for Board Hearings. Potential members for co-opting can be brought to the Board.

### **c) Start Date for 2009**

The start date for 2009 will be Monday 2<sup>nd</sup> February.

## **Student Issues**

The Board has approved Dylan McBride's commencement of an agricultural training programme under Section 71 of the Education Act.

**Signed: Mark Powell, Chairman** \_\_\_\_\_

**Meeting Closed at 10.15pm. Next meeting: Wednesday September 10<sup>th</sup> at 6.30pm.**

