

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees
held on Wednesday 10 September 2008 at 25 Delshaw Avenue,
Whangaparaoa, commencing at 6.30pm.**

Present

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

In Attendance

Ginny Catterall (Board Secretary).

School Issues

Employing Staff

Brian made a presentation on employing staff. This explained legal requirements of employing teaching and support staff, pay scales, teacher registration, competency, discipline, salaries, insurance and redundancy.

Apologies

Murray Roberts (Sick)

Minutes of the Previous Meeting

**Motion: That the minutes of the previous meeting held on 13th August
2008 be approved as a true and correct record.**

Moved Berneece / Wendy

Update on Action Points from Previous Minutes

1. Neighbouring Boards

Mark has emailed Orewa College. He will follow up with a phone call.

Mark

2. Procedure for Staff Exit Interviews

Draft procedure presented. Brian will advise the chair of the personnel committee when exit interviews are not done.

Brian

3. Schools Plus

A letter from the Minister has been received. North Shore Principals will continue to work on this.

Brian

4. Special Needs Funding Review via Strategic Plan

Brian has started working on this and will present a report in November.
As part of the process there needs to be specific identification of current proposed guidance and special needs provisions.

Brian

Correspondence

Outwards:

a) To Rae Webb, MOE

re delays in property. No reply has been received.

Inwards:

a) Office of Chris Carter

Re funding

**Motion: That the inwards correspondence be accepted and the outwards
correspondence be approved.**

Moved Grant / Berneece

Principal's Report

1. Board meeting Dates

The next two meeting dates are changed to Wednesday 15th October and Wednesday 19th November.

2. House Names

House names are Arkles, Manly, Tindalls, and Stanmore.

3. Overseas Trips

A number of overseas trips are planned for learners in 2009. Fundraising will be required. Brian will present a report at the next meeting listing the plusses and minuses of those trips. He will include the number of trips, fundraising required and the educational impact.

Brian

4. Health Curriculum

Year 9 and 10 timetables presented. Any changes will be part of a timetable review in 2009.

5. Staff

Emma Leah, Roz Langdon and Bevan Aponso have resigned. Two teachers are taking maternity leave in 2009.

Motion: That the Board approves the regarding of Jo White to the permanent position of HOL Arts. Moved Berniece / Peter

6. Upcoming Events

- **Friday 19th Sept - Travel Plan Launch**
- **Tuesday 23rd Sept - Sports Prizegiving** Peter /Wendy
- **Thursday 25th Sept – Netball Prizegiving** Peter
- **Thursday 6th November – Performing Arts Prizegiving** Grant
- **Wednesday 12th November – Excellence Prizegiving** – All

Board

7. Astle Testing

Year 7, 8 and 9 performance data is required. Brian will present at the next meeting.

Brian

Property

Three pieces of land are currently under disposal. The RDC will purchase the area of swampland and the land next to Whangaparaoa Rd. The land at the end of Grandview Rd is also to be sold and is with the government disposal agency.

The volleyball court is now complete and grass on the adjacent hill is growing.

5YA funding remains unresolved. This is affecting the ability to deliver classrooms on time for the 2009 year. A letter has been sent to the Ministry and included concerns at their lack of attendance at PCG meetings.

The administration block completion is scheduled for 3 days before school starts in 2009. If not completed on time the school cannot open.

Finance

No information is available on funding for the refurbishment of A and B blocks as yet. Landscaping budget presented. The property committee are to discuss priorities if cuts are required.

Brian will keep pressure on the Ministry for funding.

The board approves the purchase of volleyball nets from the setup budget. Brian will advise Mark of any trade-offs required.

Grant

Brian

Brian will present a forecast of where we will be financially at the end of the year at the next finance meeting. The finance committee will report back at the next board meeting.

Brian / Mark

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

Moved Berneece /Grant

Policies and Review

No report.

General Business

a) Opening of Te Maramara a Tane

This event was successful and well attended.

b) Board Review

Brian will contact Cognition Consulting to pursue a new presenter.

c) Social Function

Some staff members are unsure of who the Board members are. Ginny will organise a social function where the board can meet with staff.

Student Issues

The board would like to see suspension hearings earlier in the behaviour management process.

Signed: Mark Powell, Chairman _____

Meeting Closed at 10.00pm. Next meeting: Wednesday October 15th at 6.30pm.