

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees  
held on Wednesday 11 March 2009 at 25 Delshaw Avenue,  
Whangaparaoa, commencing at 6.30pm.**

**Present**

Mark Powell, Grant Dabb, Berneece Tait, Peter van Kampen, Gilly Noon, Trish Nathan, Wendy Glamuzina, Lewis Francis, Brian O'Connell.

**In Attendance**

Ginny Catterall (Board Secretary), Stephen Parker (parent)

**Introduction**

Mark introduced Stephen Parker to the Board. Stephen is interested in becoming a board member.

**Apologies**

Nil

**Minutes of the Previous Meeting**

**Motion: That the minutes of the previous meeting held on 11<sup>th</sup>  
February 2009 be approved as a true and correct record.**

**Moved Berneece / Wendy**

**Update on Action Points from Previous Minutes**

- 1. Orewa College Board**  
No Progress. Update next month
- 2. Treaty of Waitangi**  
Contacts have been made but no dates set as yet.
- 3. Payment to Jan Hill**  
No payment has been made so far. A letter was sent to Jan explaining that expectations had not been met. An apologetic response has been received, and follow up made by her. A draft report was emailed to Brian today, and minor errors subsequently changed. The final report is due next week.
- 4. Final Celebrations for Completion of College**  
August may be a bad time for a celebration due to the weather. February 2010 has more appeal.
- 5. Year 13 Leavers**  
A Leaver's Dinner is planned for December 3<sup>rd</sup>, following exams. Brian will firm up proposals for the next meeting. An "Old Student's Association" is being considered.
- 6. Sub Committees**  
Deferred to next month.

**Brian**

**Correspondence**

**Follow Up on February Correspondence**

- 1. Brian to Colleen Tebbutt regarding property issues.** The MOE have now agreed to fix Stage 1 problems.

2. **Brian to NZQA re standards realignment.** Brian met with the Auckland Principal's Association. Bali Haque has apologised for leaving schools and Principals out in consultation.

#### **Inwards**

##### **a) Sally Tarpey re Students Chairs**

Art is the problem area, where students sit for long periods of time. The school is purchasing stools with backs for students who have problems, and introducing periods of movement for senior students. A physiotherapist may be able to advise on stretches etc. Brian will also follow up with staff training.

**Brian**

#### **Outwards**

##### **a) To Jan Hill, as detailed**

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

**Moved Mark**

#### **Principal's Report**

##### **1. Draft Annual Report**

Report presented. 2009 reports on the variance with the 2008 report. Brian will expand on the paragraph on learner achievement on page 1. New students will be offered Te Reo Maori by correspondence at enrolment interviews. Decile 9 schools have achieved better results than decile 10.

**Brian**

**Motion: The draft Annual Report is approved.**

**Moved Berneece / Wendy**

##### **2. Principals Report**

- a) Camp procedures need refining.
- b) Monday 6<sup>th</sup> April is the Gala Opening of High School Musical. Board members will email suggestions of invitees to Brian by mid next week.

**Board**

#### **Finance**

The year end position shows a deficit of \$603,000 which includes \$463,000 of assets written off. This is a good result for the year.

**Motion: The Board approves the write-off of assets totalling \$431,000 as detailed, subject to final auditing.**

**Moved Grant / Peter**

#### **Setup and Capital Budget**

The total which needs approving is exclusive of IT. A strategic review of IT is underway, and needs to be completed by May. Items not for approval are the climbing wall and chemistry set. Their strategic need is yet to be ascertained.

**Motion: The setup and capital budget is approved.**

**Moved Wendy / Berneece**

#### **Policy, Guidelines and Review**

There is a new policy for police Interviews. Additions have been made to the police Vets policy, and to Exit Interviews for staff.

#### **Property**

Minor flaws in the admin and new classroom block are being resolved. The uniform shop is

almost complete. B Block refurbishment is three weeks ahead of schedule. Landscaping for the central courtyard is underway. Signage and a map for the front of the school are also underway. With the delays in A and B Blocks, the work was re-tendered with a 25% drop in costs. This leaves funds available for further site works. Ministry funding will be sought for the road access at the northern end of the school. How to best use the newly available funds will be discussed at the April meeting.

### **General Business**

Grant received a letter from local dentist Zac Cox requesting a school review of wireless technologies and electromagnetic rays. Copies of the letter will be distributed to the board. Brian will write to OSH requesting their recommendation for schools, and will reply to Zac. The next board papers will include all of the above.

**Brian  
Grant / Ginny**

### **Student Issues**

***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. Moved Peter / Mark***

**Motion: That the Board moves out of committee      Moved Mark**

For discussion at the next board meeting: How other schools operate around drugs. Consistency is required for board hearings. Brian will prepare a background paper for the next meeting.

**Brian**

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

**Meeting Closed at 8.30pm. Next meeting: Wednesday April 8th at 6.30pm.**