

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees  
held on Wednesday 10 March 2010 at 25 Delshaw Avenue,  
Whangaparaoa, commencing at 6.30pm.**

**Present**

Mark Powell, Gilly Noon, Grant Dabb, Peter van Kampen, Trish Nathan, Greg Ellis, Berniece Tait, Wendy Glamuzina, Brian O'Connell.

**In Attendance**

Ginny Catterall (Board Secretary)

**Apologies**

Stephen Parker, Courtney Morgan.

**Minutes of the Previous Meeting**

**Motion: That the minutes of the previous meeting held on 10<sup>th</sup> February 2010 be approved with amendments as a true and correct record.**

**Moved: Greg / Gilly**

**Update on Action Points from Previous Minutes**

**a) NCEA Report**

Brian needs more time to complete this as there is an error in the data. It will be presented at the next meeting.

**Brian**

**b) IT Policy update**

Deferred to next meeting.

**Correspondence**

**Inwards:** (for Information Only)

- a) MOE re National Standards
- b) NZSTA re Renegotiation of Teachers' and Principals' Collective Agreements
- c) NZSTA re Ratification of Support Staff Collective
- d) NZSTA re Paid Union Meetings and Requirements to keep schools open
- e) NZSTA re Update on Paid Union Meetings
- f) NZSTA re Triennial BOT Elections
- g) NZSTA re Review of Transferring Employee Requirements Under the ERA
- h) ERO re ERO Reviews in 2010

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

**Moved Mark**

**Principal's Report**

Report Presented.

**1. Targets**

Attendance Targets have been set for all year levels. Work completion rates are being reported from classes.

**2. International Students**

A summary will be presented in July.

**3. New Learners**

Two staff have been allocated to monitoring new learners to the school.

**4. National Standards**

The college will continue to use Asttle. Reporting on standards is not due until 2012. We will take the middle ground. The next update will be at the June meeting.

**Brian**

**5. Extra Expenditure**

Report presented.

Extra spending is required on shading windows.

**6. Draft 10YPP**

A very healthy position for funding from property plan.

**Motion: That the draft summary of the 10YPP as presented is accepted.**

**Moved Greg / Peter**

**7. Delegated Authorities**

**Motion: That the Delegated Authorities as presented are accepted.**

**Moved Grant / Peter**

**8. Proposed Vanuatu Trip**

The trip proposed by Vicky Tarr is endorsed by the Board and is to be presented in the context of overseas trips.

**Brian**

**9. Library Report**

Resources are to be allocated to the silent reading area. The Board thanks the librarian for reporting and commends her on the work she is doing.

**10. March 2010 Draft Revision of Operating Budget**

**Motion: That the draft budget as presented is accepted.**

**Moved Grant / Peter**

**Finance**

- a) The deficit has increased due to depreciation and write-offs.
- b) 5YPP funds are to be added to the annual accounts following advice from the auditors.

**Motion: the Annual Accounts as presented are accepted.**

**Moved Peter / Greg**

**Policy, Guidelines and Review**

Five policies as presented were reviewed and updated.

- a) Procedure for Property Management
- b) HIV Aids
- c) Procedure for Management Units
- d) Professional Development
- e) Financial Management

Paper copies are to be signed off by Brian after the board meetings.

**Property**

- 1. The Clean and Tidy school is underway. More rubbish bins and noticeboards have been added to the capital budget.
- 2. A new recycling system for paper is to be introduced.
- 3. Priorities for money left in the budget are 1. The area between Te Maramara o Tane and A Block. 2. A door for the admin staffroom 3. The area between A block

- and the gym.
4. Window shading is yet to be completed.
  5. Draft 5YA plan presented. Shows a very healthy financial position through to 2018.
  6. STA block issues are to be resolved at the Ministry's cost.
  7. A function will be organised before the end of term to thank the property team.

### **General Business**

a) It was agreed at the committee meeting held on 10<sup>th</sup> March 2010 of the Whangaparaoa College Board of Trustees to apply to Pub Charity, the Lion Foundation, the Perry Foundation and the Trillian Trust each for a donation of \$15,887.50 to fund costs of a climbing wall.

**I certify that this is a true and correct record of a resolution passed at this meeting.**

**Signed: Ginny Catterall** \_\_\_\_\_  
**Board of Trustees Secretary**

### **Student Issues**

At the next board meeting Berneece will present a report on behaviour including improvements, recommendations etc.

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

**Meeting Closed at 7.50pm. Next meeting: Wednesday April 14, 2010 at 6.30pm.**

***Berneece***