

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees  
held on Wednesday 19 May 2010 at 25 Delshaw Avenue,  
Whangaparaoa, commencing at 6.30pm.**

**Present**

Grant Dabb, Peter van Kampen, Greg Ellis, Stephen Parker, Kellie Tremayne, Wayne Spittal, Wendy Glamuzina, Brian O'Connell, Courtney Morgan.

**In Attendance**

Ginny Catterall (Board Secretary)

**Apologies**

Berneece Tait, Gilly Noon.

**Minutes of the Previous Meetings**

**Motion: That the minutes of the previous meeting held on 14<sup>th</sup> April and 4<sup>th</sup> May be approved with amendments to those present on 14<sup>th</sup> May, as a true and correct record.**

**Moved: Stephen / Greg**

**Member Eligibility**

1. All members declared their eligibility to stand as trustees.
2. No conflicts of interest were declared.

**Update on Action Points from Previous Minutes**

- a) **NCEA Report**  
More depth is required in the NCEA report, to be updated for the next meeting.
- b) **IT Policy update**  
James will liaise with Brian and report back at the next meeting.
- c) **Co-option**  
Grant has attempted to contact Anania without success.

**Brian / James**

**Correspondence**

**Inwards**

a) CYC Trust Report: Brian will report on pastoral care processes at the next meeting.

b) Transition Agency: re new Council. Existing RDC scholarships may be affected

**Brian**

**Outwards:**  
Nil

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

## **Principal's Report**

### **a) Report Presented:**

- 1 Attendance is a priority.
2. Matariki Celebrations will take place on 1<sup>st</sup> July.
3. The year 7 & 8 Kapahaka group is nearly set up.
4. Winter sports are under way and have had a great start to the season.
5. There has been an excellent turnout for senior exams, exceeding previous years.

### **b) ERO**

The date for the ERO visit is yet to be set. A Friend of the School is required.

**Motion: That Ron Scott is invited to be a Friend of the School. Moved Grant / Wendy**

### **c) Industrial Action**

The Ministry have made a claim regarding the Secondary Teachers Collective Agreement. The PPTA have made a claim. Bargaining may go on for some time.

### **d) Suspensions**

Two recent legal cases regarding suspensions have been reported. Suspensions can no longer be extended and reviewed.

### **e) International Students**

Update presented. Brian will follow this up with a report on the financial result. ERO may discuss International Student Management.

## **Finance**

### **a) Finances report presented.**

### **b) Cheques over \$2000 presented. Recurring items are to be added to the report.**

The operating surplus is good but lower than last year. James and Debbie will report back on why. Donations collection needs increasing.

Following this report, \$114k has been added through land sales of swampland. \$300k received from the Ministry is yet to be recorded.

**James /  
Debbie**

## **Policy, Guidelines and Review**

Four policies as presented were reviewed and updated with no major changes:

Policies reviewed:

- a) Timetable
- b) Abuse and Neglect of Learners
- c) Alcohol and Drug Abuse
- d) Harassment

## **Property**

The 10YPP has been received and reviewed.

**Motion: That the 10YPP written by Steve Bailey as presented, is adopted.**

**Moved Peter / Greg**

Surveying is being carried out on the remaining land for sale. The Bonita Ave turn around bay land belongs to the school. Brian recommends that this be gifted to the RDC to avoid maintenance costs.

## **General Business**

1 Co-option of extra trustee is deferred to the next meeting.

2. Sub Committees

Policy: Greg, Wendy, Kellie, Brian

Discipline: Berneece, Gilly, Kellie, Brian

Personnel: Wendy, Berneece, Kellie, Grant, Brian

Emergency: Grant, Kellie, Greg, Wendy, Brian

3. Serious level 3 RAMs are to be minuted at board meetings. Some examples will be shown to the board at the next meeting.
4. There will be a planning meeting of the board with the Principal and senior learning team on 19<sup>th</sup> June from 10am – 2pm. An agenda for this will be set at the next meeting - BOT members to contribute their ideas to the chair

**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 Grant***

**Motion: That the Board moves out of Committee**

**Moved Grant**

It is noted that only one learner has been excluded this year which is a very good outcome.

**Signed: Grant Dabb, Chairman** \_\_\_\_\_

**Meeting Closed at 8.58pm. Next meeting: Wednesday June 9 2010 at 6.30pm.**