

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees  
held on Wednesday 9 June 2010 at 25 Delshaw Avenue,  
Whangaparaoa, commencing at 6.30pm.**

**Present**

Grant Dabb, Peter van Kampen, Greg Ellis, Stephen Parker, Kellie Tremayne, Wayne Spittal, Berniece Tait, Gilly Noon, Wendy Glamuzina, Brian O'Connell, Anania Hohaia.

**In Attendance**

Ginny Catterall (Board Secretary)

**Apologies**

Courtney Morgan

**National Standards**

Brian made a presentation on the new National Standards. A new NAG (2A) has been added which outlines requirements of reporting to parents and students, and annual reporting by the board. The college will continue to use Asttle testing.

**Minutes of the Previous Meetings**

**Motion: That the minutes of the previous meeting held on 19<sup>th</sup> May be accepted.**

**Moved: Grant**

**Matters Arising from Previous Minutes**

**Motion: That Anania Hohaia is co-opted onto the Board.**

**Moved: Grant / Gilly**

**Update on Action Points from Previous Minutes**

**a) NCEA**

Data accuracy is an issue. The college needs to progress from satisfactory achievement to good achievement. This will take time. Focus needs to be given to boy's achievement which is significantly lower than girls. Brian will do more work on this and report back to the board.

**Brian**

**b) IT Policy**

Further work to be done on this and reported at the next meeting.

**Brian**

**c) Education Budget Report**

This year's budget was positive for education. There is a 4% increase in operational funding, however it includes GST so the real increase is less. Quarterly roll counts will have a positive impact as the roll grows throughout the year. Year 7 & 8 teachers will now be funded according to the contract they belong to.

Brian will report back on the school's our students leave to attend.

**Brian**

**Correspondence**

**Inwards**

a) MOE: Effective Governance document. The board will read this before the meeting on 19<sup>th</sup> June.

b) Colin Watts: Thanks for Study Leave taken in 2009

**Outwards:**  
Nil

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

### **Principal's Report**

- a) Matariki celebrations will take place on Thursday 1<sup>st</sup> July. Many year 7 & 8 initiatives are currently taking place, including junior band, junior choir, and J Rock. Sports around the school are doing very well in their respective competitions.

### **Guidance Report**

This is a good report and covers the total picture of guidance in the school. The board thanks Kim for her great work and for the report.

### **Finance**

- a) Finances report presented.  
b) Cheques over \$2000 presented.

Overall the budget is where it was forecast to be at this time. \$300K from the ministry is now showing. Water rates are high and a leak is suspected.

Audit: A good report. Sensitive expenditure was highlighted. The board would like to thank the finance committee for it's work. The finance committee will present a further report on real cashflow and the link to finance reports.

**Finance  
Committee**

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

**Moved Bernece / Gilly**

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

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

Policies reviewed:

- a) Bullying  
b) College Sponsorship  
c) Internet Safety  
d) Procedure for Funding Staff Qualifications

Reference to "Spotless" will be removed from the College Sponsorship policy. The Funding of Staff Qualifications policy is covered in the policy on Professional Development.

**Motion: That the Funding of Staff Qualifications policy cross references to the Policy on Professional Development.**

**Moved Peter / Stephen**

### **Property**

- a) The Clean and tidy School process continues. The next move is into classrooms.  
b) Budgets have been finalised and sent to the Ministry. The amount remaining for projects is yet to be confirmed. Brian has made several requests for this. The two priorities are the admin staffroom door, and landscaping in front of the Maori block.  
c) Ten remedial property issues remain. None of these are health and safety issues.  
d) 10YPP: Very little capital expenditure is required in the current 5 year plan.  
e) Brian will report back at the next meeting on progress with Omnilink.

**Brian**

### **General Business**

1. RAM's (Risk Analysis Management procedures).

The board is aware of the Pinnacles trips. Brian will give further consideration to the reporting back from trips on EOTC procedures.

2. Board meeting 19<sup>th</sup> July. This will start at 10.30am and finish at 2.30pm. Brian will send out an agenda.

3. ERO visit, from 23<sup>rd</sup> July for one week. They will meet with the board during and following their visit.

4. Book Week commences 26<sup>th</sup> July, which is during the ERO visit.

**Brian**

**Brian**

### **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***

**Brian**

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

**Moved Grant**

Brian will report back on the drug situation in the school.

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

**Meeting Closed at 9.25pm. Next meeting: Wednesday July 14, 2010 at 6.30pm.**