

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees  
held on Wednesday 21 July 2010 at 25 Delshaw Avenue,  
Whangaparaoa, commencing at 6.30pm.**

**Present**

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

**In Attendance**

Ginny Catterall (Board Secretary) , James Thomas

**Apologies**

Wayne Spittal

**Resignation of Board Member**

Gilly Noon has tendered her resignation with regret.

**Motion: That Gilly's resignation is regretfully accepted. The Board wishes to  
thank her for her contribution. Moved: Grant**

A farewell dinner for Mark, Trish and Gilly will be held. The date is to be set. Brian will email board members with possible dates following the ERO visit.

**Brian**

**Performing Arts and Attendance**

James presented an update on these discussions from the June 19<sup>th</sup> meeting. Performing Arts is functioning at a high level. Attendance levels are up on last year. Two areas of concern are Maori and year 13. The next meeting for board training will be on 21<sup>st</sup> August, from 9.00am – 1.00pm.

**Minutes of the Previous Meetings**

**Motion: That the minutes of the previous meeting held on 9<sup>th</sup> June be  
accepted. Moved: Grant**

**Matters Arising from Previous Minutes**

**1. General Business.**

**Moved, Grant:** Point 2 should read "Board meeting 19<sup>th</sup> June."

**Update on Action Points from Previous Minutes**

**a) IT Policy Update**

New students and staff are made aware of the IT Policy. This is part of enrolment package

A poster is to be placed in the IT suite and there will be a logon prompt.

**b) Schools Students are Leaving For**

Statistics presented. This information will be included in the agenda on a term basis.

**Brian**

- c) **Omnalink Update**  
Deferred to next meeting
- d) **EOTC Procedures**  
This requires feedback especially regarding accidents and near misses. Further progress and reporting back to the policy committee will occur, and feedback given at the September meeting.
- d) **Drugs In School**  
Alcohol and Cannabis are the main substances. Others are rare. Each case should be evaluated on its own merits.

### **Correspondence**

#### **Inwards (All For Information Only)**

- a) NZSTA: Education Act – Update on Changes
- b) NZSTA: Secondary Teachers Collective Agreement Negotiations
- c) NZSTA: Secondary Teachers Collective Agreement Negotiations (Further Update)
- d) NZSTA: Attracting, Training, and Retaining High Quality Teachers
- e) NZSTA: End of term 2 catchup
- f) NZ Herald: Article re Drink Driving
- g) NZ Herald: Article re Class sizes
- h) NZ Herald: Article re School Board and National Standards
- i) Carol Anderson, SGS Ltd: Survey of NZ Principal's Experience of the Board as Employer
- j) Public Health Nurse: Update

#### **Outwards:**

Nil

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

### **Principal's Report**

1. Matariki celebrations were very successful.
2. Sports are doing exceptionally well this season.
3. The Experienced Principal's programme has improved following feedback from participants. Brian will complete an inquiry project on home learning and update the board next term.
4. ERO will meet with the board on the next two Mondays at 6.00pm. Areas of focus are:
  - developing the school's curriculum
  - developing teaching and learning
  - promoting student progress and achievement
  - Supporting student's engagement.

Brian will email the board a list of bullet points.

**Brian**

### **Health and Safety Report**

Report presented. The health and safety committee will report back on meetings on a term basis.

## **Finance**

- a) Finances report presented.
- b) Cheques over \$2000 presented.  
\$114K has been received from the sale of land. This will be allocated to working capital. The budget remaining for the year is as expected.

## **Policy, Guidelines and Review**

Five policies as presented were reviewed and updated

Policies reviewed:

- a) Food and Nutrition
- b) Assessment of Learners
- c) Sponsorship (duplicate, deleted.)
- d) Student Leaving (further work required).
- e) Sensitive Expenditure (new policy). This will be added to the Finance Policy.

## **Property**

No report.

## **General Business**

- 1. Board Alert (For information only).
- 2. Ministry re GST increase on October 1<sup>st</sup>.

## **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**

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

**Meeting Closed at 8.59pm. Next meeting: Wednesday August 11, 2010 at 6.30pm.**