

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees
held on Wednesday 9 March 2011 at 25 Delshaw Avenue,
Whangaparaoa, commencing at 6.30pm.**

Present

Grant Dabb, Peter van Kampen, Greg Ellis, Stephen Parker, Kellie Tremayne, Anania Hohaia, Brian O'Connell, Yasmin Nouri.

In Attendance

Ginny Catterall (Board Secretary), Vicky Gray.

Apologies

Wendy Glamuzina, Berneece Tait, Wayne Spittal

Election Of Chair

Grant gave resignation as Board Chair. Brian assumed the Chair for the purpose of conducting an election. He thanked Grant for his services to the board and called for nominations. Two nominations were received:

1. Stephen Parker, nominated by Greg Ellis
 2. Greg Ellis nominated by Stephen. Brian declared nominations closed.
- Following the voting process Brian declared Stephen Board Chair. Grant assumed the Chair for the completion for the meeting.

Minutes of the Previous Meetings

**Motion: That the minutes of the previous meeting held on 9 February 2011
be accepted. Moved: Grant**

Matters Arising from Previous Minutes

1. Sub Committees

Sub Committee chairs will be appointed by Stephen at the next meeting.

2. Board Self review Summary

These will be completed annually. Brian will organise training re governance, management and defining the boundaries. The board will email feedback to Brian on this.

Board

Correspondence

Inwards (For Information Only)

- a) MOE re Field Trial for PISA 2012
- b) Board Alert
- c) SPANZ: "A Time to Review a Free Education"
- d) NZSTA re School Governance

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

Principal's Report

a) Report presented.

A preliminary report around work done so far on goals. Brian's appraisal for 2010 is complimentary.

Motion: That the Board accepts the 2010 appraisal **Moved: Grant**

Motion: That Ron Scott is appointed Brian's appraiser for 2011.

Moved: Greg / Anania

A process for 2012 needs to be put in place and a different appraiser appointed for next year.

Stephen

c) NCEA Report

Numeracy and Literacy results are excellent at level 1, good at level 2 and not as good at level 3, but there has been a big increase on the previous year. At level 1, boy's achievement has been better than the girls which is a reflection on strategies put in place in 2010. Work needs to be done with year 13 boys this year. Maori learners have had good results. Some work needs to be done around the data on ethnicity.

The external pass rate is low and needs work. Brian will present comments around boy's achievement at the next meeting, including boys at year 12 and external results.

Brian

d) Proposed Trips

More content in the reports is needed on the value of the trips.

Brian

e) CYC Trust Report

Report received. An executive summary is required.

Brian

f) Councillor Proposal

Re: Jackets for the anti-harrassment team. The board supports the proposal.

Finance

a) Finances report presented.

b) Cheques over \$2000 presented.

No finance meeting was held.

Motion: That the cheques over \$2000 are accepted.

Moved Stephen / Greg

Policy, Guidelines and Review

Policies reviewed:

- a) School Lockdown. Small grammatical changes.
- b) Secondary Employment. No change
- c) Exit Interviews. Small changes to point 4
- d) Overseas Trips. Changes to points 4 and 5.
- e) Police Vetting. Point 7 updated.
- f) Uniform. Small changes to point 5
- g) Discipline. Updated.

All 65 policies have now been reviewed and updated in the last year.

Property

Three quotes were obtained for the replacement of the old boiler.

Motion: That the Tubman's quote is accepted on the proviso that they guarantee a completion date.

General Business

1. Staff Report from Wendy re Maths Department.
2. Brian's International Marketing Workshop: Three issues are affecting this market
 1. Christchurch earthquakes
 2. High NZ dollar
 3. Changes being made to the management of agents.Brian will review the marketing plan

Student Issues

Three hearings were held as per the report.

Signed: Grant Dabb, Chairman _____

Meeting Closed at 9.50pm. Next meeting: Wednesday, April 13th, 2011 at 6.30pm.