

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees  
held on Wednesday 11 May 2011 at 25 Delshaw Avenue,  
Whangaparaoa, commencing at 6.30pm.**

**Present**

Stephen Parker, Grant Dabb, Greg Ellis, Anania Hohaia, Berneece Tait, Kellie Tremayne, Peter van Kampen, Wendy Glamuzina, Yasmin Nouri

**In Attendance**

Ginny Catterall (Board Secretary), James Thomas.(Associate Principal).

**Apologies**

Brian O'Connell

**Minutes of the Previous Meetings**

Changes to Sub Committees: Kelly has joined Finance. Greg has left Finance. Kellie has left Community. Stephen will confirm with Brian his joining of the Community sub committee.

**Sub Committees Updated:**

<b>Finance</b>	Stephen (Chair), Grant, Kellie, Anania and Brian.
<b>Property</b>	Greg (Chair), Peter, Grant, Brian Yasmin
<b>Policies</b>	Greg (Chair) Wendy, Kellie, Brian - Yasmin
<b>Discipline</b>	Berneece (Chair), Kellie, Brian
<b>Personnel</b>	Berneece (Chair), Stephen, Brian,
<b>Emergency</b>	Grant, Kellie, Greg, Wendy, Brian, Stephen
<b>Community</b>	Anania, Peter - Yasmin

**Motion: That the minutes of the previous meeting held on 13 April 2011 be accepted.**  
**Moved: Stephen**

**Matters Arising from Previous Minutes**

1. Brian has approached a potential facilitator for the half day seminar.
2. A process for the Principal's appraisal is in place for 2011. The personnel committee will meet with Ron re 2012.
3. James will draft a letter of thanks to Wayne and send to Stephen tomorrow.

**James**

**Correspondence**

**Inwards**

- a) Wendy Glamuzina: Resignation from board. The board thanks Wendy for her contribution over many years. Wendy suggests more board / staff interaction. Ginny will email the board Monday afternoon staff meeting dates, and will investigate the process for replacing Wendy.
- b) Principal's Federation letter: Brian / James will present a summary of points for and against National Standards at the August or September meeting.

**Ginny**

**Brian / James**

**Outwards**

Refer General Business.

## **Principal's Report**

The new format shows progress on the annual plan more clearly. Progress on Community issues is more visibly lacking in progress. The new Community sub committee will improve this.

## **Finance**

Report and Cheques over \$2000 presented.

Working capital continues to grow. The surplus is lower than this time last year. Learning expenditure is greater. All is on target. Follow up is required on what happened to the unallocated funds from 2010. Needs and wants were to be discussed with staff.

**Brian**

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

**Moved Stephen**

## **Property**

No report.

## **General Business**

### **1. Berdinner Rd Entrance**

Correspondence and information attached regarding complaints from Berdinner Rd residents around the usage of the northern entrance to the college. James met with 3 of the residents to discuss their concerns. Changes have been made which should solve the issues in future.

### **2. New Board Members**

These can be co-opted. Skills required may be marketing, community lobbying and educational experience. They need to have time flexibility. Stephen will contact Sarah Carr from Rotary re her contacts in the community. Board members will forward suggestions in the next week with a view to presenting a list of candidates at the next meeting.

**Stephen  
Board**

## **Student Issues**

No issues to discuss

**Signed: Stephen Parker, Chairman** \_\_\_\_\_

**Meeting Closed at 7.45pm. Next meeting: Wednesday, June 8th, 2011 at 6.30pm.**