

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees
held on Wednesday 14 December 2011 at 25 Delshaw Avenue,
Whangaparaoa, commencing at 6.30pm.**

Present

Stephen Parker, Kellie Tremayne, Greg Ellis, Grant Dabb, Peter van Kampen, Anania Hohaia, Berniece Tait, Derek Middleton, Olivia Soesbergen, Kate Risbrook, Brian O'Connell.

In Attendance

Ginny Catterall (Secretary), James Thomas.

Introducing Alan Curtis. Alan has been appointed by the Ministry to assist the board with current 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 confidential matters. ***Moved Stephen***

The board moved out of committee to continue the meeting.

Apologies

Nil

Minutes of the Previous Meetings

Motion: That the minutes of the previous meeting held on 16 November 2011 be accepted. **Moved: Greg / Peter**

Matters Arising from Previous Minutes

- a) Community Groups: Peter, Anania, Kate and Olivia will report back in February on strategies for communicating with these groups.

***Peter, Anania,
Kate, Olivia***

Correspondence

Inwards (For Information Only)

1. Board Alert

Principal's Appraisal

It is the board's responsibility to ensure the appraisal takes place. An external reviewer Ron Scott has been engaged. The appraisal report for 2011 has been received by the Personnel Committee.

Motion: That the board delegates the appraisal process to the Personnel Committee and the board chair. **Moved Stephen / Kellie**

Motion: That the appraiser for 2012 is Ron Scott. The Personnel Committee will review the other options for 2013. **Moved Berniece / Greg**

The board will ask Alan Curtis at the next meeting about other appraisers.

Board

Principal's Report

1. Proposed Annual Goals for 2012 presented.

Motion: That the goals as presented are accepted.

Moved Kellie / Grant

2. UFB Report Card
Whangaparaoa College rates highly against this report. Remote access is to be improved. Moodle is in the pipeline.
3. International Students
49 are confirmed for 2012. Our numbers are increasing in a declining market. Areas to expand are South America and China. James will pursue China and Hong Kong. The marketing trip to South America shown in the budget for 2012 may not happen.
4. Staffing
A food tech teacher has not yet been appointed. This is the last appointment to be made.
5. Health Centre Report
Report presented. Brian will report back on what "daily meds" are being handed out.
6. Board Questionnaire
This is part of the self review process. Members are to complete for discussion and return to Ginny for collation.

Brian

Finance

1. Report presented
2. Cheques over \$2000 presented

The Finance Committee and SLT have managed finances very prudently this year.

3. Draft Budget for 2012
This contains a projected deficit similar to 2011. Donation payments need to be increased. Brian will look up details of "Communications" and email to the board.

Brian

Motion: that the budget as presented is accepted.

Moved: Greg / Peter

Property

No report. There will be a meeting next week.

Policies

No report

General Business

1. Netball
Follow up from issues has occurred. Some of them need further follow up after Christmas. Peter will report back in February
1. Charter Schools
2. Feedback from the board is required on this.

Student Issues

Summary presented.

Signed: Stephen Parker, Chairman _____

Meeting Closed at 8.50pm. Next meeting: Wednesday, February 8th 2011 at 6.30pm.