

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees
held on Wednesday 13 March 2012 at 25 Delshaw Avenue, Whangaparaoa,
commencing at 7.45pm**

Present

Stephen Parker, Anania Hohaia, Berniece Tait, Derek Middleton, Greg Ellis, Kate Risbrook, Peter van Kampen, Olivia Soesbergen, James Thomas.

In Attendance

Ginny Catterall (Secretary), Delwyn Argar (Minute Secretary)

Apologies

Grant Dabb

1. Conflict of Interest

Nil

2. Minutes of the Previous Meeting

Motion: That the minutes of the previous meeting held on 13 February 2013 are accepted, with a correction to the motion nominating Stephen Parker as Chair should read ‘....seconded by Grant Dabb’ not Grant Ellis as printed.

Moved: Stephen

3. Matters Arising from Previous Minutes

- a) Brochures sent out and received by all Board members
- b) New uniform survey to be sent out to parents via SurveyMonkey
- c) Value Proposition – handed out all comments re: content to be emailed to delwynar@wgpcollege.school.nz
- d) Annual Plan sent to Ministry 1 March 2013
- e) James spoke of investigation into other pay providers for support staff. Ginny, Debbie and James have met with two other providers in conjunction with Whangaparaoa Primary they are also meeting with one more. James will report back to Finance sub-committee once all information gathered.
- f) Clarification of ‘sub-group’ referring to update on iPads / Devices; - a group of 21 staff members who meet weekly.

4. Correspondence

Inwards

- a) Office of Hon. Hekia Parata – James had a follow-up phone call from Tony Henderson from the MoE asking if the matters raised in the letter sent on 7th February had been resolved. Reply – No, and James listed more issues.
- b) Office of Hon. Steven Joyce
- c) Education Gazette Alerts
- d) NZSTA AGM
- e) MoE
- f) STA news

Outwards

Nil

5. Principal's Report

Progress towards this year's Annual Goals – only two goals are due to be reported on, however more were tabled. Facebook page has been started; only communication out. Board requested link to be sent to them.

Goal 16:

Question raised regarding number of International Students, and from what countries they are from. Approximately 54 Internationals; correct information to be emailed to BoT members with country breakdowns.

Goal 18:

Self-review – a culture of self-review is being developed. ET4L is very supportive.

There was a good turn-out for the Parent/Learner/Teacher interviews, two extra hours added by having an earlier starting time. – feedback and review to follow. Request regarding current uniform stock being held - information to be sent out.

Delwyn

James

James

6. Finance

Cheques over \$2000 presented.

Peter noted that the growth in investments was better than what was budgeted.

Motion: That the Draft Financial Statements be accepted as tabled

**Moved Anania
2nd Derek**

7. Property Report

1. Very positive response from the earlier walk around the College to see what improvements had been made, and what was still needed.
2. In regards to the 10 Year Property Plan, there seems to be a sticking point from the Ministry as the College is not yet 10 years old. Although many items on the plan are relevant to Health and Safety and need to be addressed urgently.

8. Community

Nothing to report.

9. Policy

Nothing to report.

10. Personnel

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/staff.

Moved Stephen

The board moved into committee at 8.30
The board moved out of committee at 8.45

11. General Business

a) BoT Elections

Ginny requested all current Board members who are standing in the election to provide a photo and profile. Greg indicated that he will not be seeking re-election. Nominations close Week Two, Term Two. There will be an information meeting held for anyone interested in standing for election. Voting day is 30th May 2013. General discussion followed with below questions being raised;

Is there a maximum number of terms a person can stand for re-election?
What is the regulation in regards to the number of trustees who can be elected?

Is there a policy relating to numbers/time being served?

Is it necessary to have a policy in place if it is not already covered by law?

What are the numbers of elected Board members, and co-opted Board members?

b) Education Review Office

There still is not an official date that ERO will be coming to the College. Stephen is to formally send a letter requesting a date in Term two from week seven onwards. Once a date has been received it will be emailed to all Board members.

Ginny

Delwyn

Signed: Stephen Parker, Chairman _____

Meeting Closed at 9:06 Next meeting 10 April 2013 at 6.30pm