

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees
held on Wednesday 10 July 2012 at 25 Delshaw Avenue, Whangaparaoa,
commencing at 6.30 pm**

Present

Stephen Parker, Anania Hohaia, Berneece Tait, Derek Middleton, Kate Risbrook, Ben Creevey, Grant Dabb, James Thomas.

In Attendance

Lisa Ballantyne, Delwyn Argar (Secretary).

Apologies

Craig Caminos, Olivia Soesbergen.

1. Conflict of Interest

Nil

2. Minutes of the Previous Meeting

Motion: "That the minutes of the previous meeting held on 12 June 2013 are accepted as true and correct."

Moved Stephen Parker

Motion Carried

3. Co-options

Grant Dabb proposed "*That Anania Hohaia be co-opted to the Whangaparaoa College Board of Trustees for a further three years*".

Seconded: Berneece Tait.

Motion Carried

Stephen Parker suggested co-opting Martin Wootton to utilise his expertise in the Property area.

Berneece Tait proposed "*That Martin Wootton be co-opted to the Whangaparaoa College Board of Trustees for three years*".

Seconded: Derek Middleton.

Motion Carried

4. Matters Arising from Previous Minutes

- a) Kate gave completed questionnaire information to James, who is going to arrange letters to be sent to the community groups who have indicated that they would like a closer association with the College.

James

5. Correspondence

Inwards

- a) NZQA – Managing National Assessment – final Report – to be published on the web-site in full. James to get Jason Pocock to report back on the Identified Action to assure the Board that this is happening.
- b) Education Review Office – National Report Summary
- c) Board & Principal Alert
- d) STA news – Ben Creevey expressed interest to attend the NZSTA 2013 Conference. Agreed that he should attend.

James

Outwards

Nil

6. Principal's Report

a) As the Principal's Report James presented a summary of the ongoing self-review at Whangaparaoa College, focusing on learning; and the ways in which College policies, programmes, processes and practices contribute to learner engagement, progress and achievement. James will report systematically every second month showing the progress of learners using achievement data gained from NCEA and AsTTle.

b) eLearning at Whangaparaoa College

Presentation by Lisa Ballantyne on eLearning at Whangaparaoa College – report attached.

7. Sub Committee Appointments

Stephen confirmed the sub-committees

FINANCE	
Stephen Parker	Chair
Grant Dabb	BoT
Craig Caminos	BoT
Debbie Plant	Finance Exec
Lisa Ballantyne	SLT -invited
James Thomas	Principal

PROPERTY	
Grant Dabb	Chair
Ben Creevey	BoT
Martin Wootton	BoT
Derek Middleton	Staff Rep BoT
Ginny Catterall	Property Exec
James Thomas	Principal

DISCIPLINE	
Bernece Tait	Chair
James Thomas	Principal
Others as required	BoT

PERSONNEL	
Stephen Parker	BoT
Bernece Tait	BoT
Grant Dabb	BoT
James Thomas	Principal

POLICIES	
Craig Caminos	BoT
Martin Wootton	BoT
Olivia Soesbergen	Student Rep BoT
Derek Middleton	Staff Rep BoT
James Thomas	Principal

COMMUNITY	
Kate Risbrook	Chair
Anania Hohaia	BoT
Ben Creevey	BoT
James Thomas	Principal

EMERGENCY	
James Thomas	Principal
Any available BoT member	BoT

It was proposed that two 'ad hoc' sub committees could be established;

- Future Development of Grounds
- Sponsorship

These sub-committees would need to have their function/purpose/timeframe discussed and confirmed. It is envisaged that the Sponsorship committee could also have members from the community.

8. Finance

Cheques over \$2000 presented.

Stephen explained the factors contributing to the deficit;

Within our control

Unbudgeted expenditure -30,000.00

Professional Development -10,000.00

Out of our control

Water -7,000.00

One fewer overseas fee payer -10,000.00

Owed by the MoE (NovoPay) -20,000.00

Extraordinary YTD 'hit' on relief budget -25,000.00

10 Year Property Planning -9,000.00

Repairs and Maintenance -15,000.00

Total -126,000.00

To assist with a possible 'Banking Staffing' clawback in 2014, the Finance Committee propose that four or five lower paid teachers be paid from 'Bulk Grant' to minimise 'Banking Staffing' overuse.

9. Property

The lighting proposal is with Bill Groves at present.

10. Community

(discussed in "Matters Arising from Previous minutes").

11. Policy

Nothing to report this month.

12. 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 with the exception of Lisa Ballantyne who was invited to remain. The board wishes to discuss the matter in private as it involves the privacy of students/staff."

Moved Stephen Parker

Motion carried

The board moved into committee at 8.55

13. Discipline

The board moved out of committee at 9.07

14. General Business

a) The below applications for grants were proposed.

Infinity Foundation Ltd	\$920570	Girls Premier Football team
Pub Charity	\$7896.61	Girls 1 st XI Hockey team
NZ Community Trust	\$4850.00	Senior 1 Netball team
Trillian Trust	\$3158.26	Boys Football team

Moved Stephen Parker

Motion carried

b) Rugby Trip:

It was agreed in principle that detailed planning could proceed for a rugby trip to a Gold Coast tournament in July 2014.

Moved Derek Middleton

Seconded B

Motion carried

Signed: Stephen Parker, Chairman _____

Meeting Closed at 9.15 pm Next Board meeting 11 September 2013 at 6.30pm

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