

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees held on
Wednesday 14 October 2015 at Delshaw Ave Whangaparaoa
Commencing at 6.30 pm**

Present

Stephen Parker, Ben Creevey, Grant Dabb, Derek Middleton, Luiz Paganelli, James Thomas (Principal) and Craig Caminos – via skype.

In Attendance

Stephanie Muller-Pallares, Catherine Williams, Delwyn Argar (Minute Secretary).

Apologies

Mike Enright, Berniece Tait

Karakia– Lead by Derek

Welcome - Stephen welcomed and congratulated Luiz Paganelli as the new Learner BoT representative, he also welcomed Catherine Williams to the meeting.

1. Conflict of Interest

Nil

2. Minutes of the Previous Meeting

Motion:

“That the minutes of the previous meeting held on 12 August 2015 are accepted as true and correct.”

Moved: Stephen Parker
Motion Carried:

3. Matters Arising from Previous Minutes

- College Zone update; still no official letter from Ministry, James to continue observing the due process to increase the College zone to the areas previously discussed.
- James will arrange for Josh Fox and Awatea Nathan and possibly members of the Kapa Haka group to meet with the Board at Te Maramara a Tane to learn about the Pou.
- Pathways; CYC have a contract to monitor the pathways of leavers, they will support us and share the information.

4. Correspondence

Notification of Paid Union Meeting PUM from the PPTA on Tuesday 27 October, school will close at 12.15 pm.

5. Principal's Report

IES - CoS

Motion:

“That Whangaparaoa College is keen to be part of a Community of Schools (CoS) with Stanmore Bay School, Whangaparaoa School and Gulf Harbour.”

Moved: Grant Dabb
Seconded: Derek Middleton

Draft Annual Plan

Outcomes (measured with official data)

Request that there is inclusion of data pertaining to learners who have pursued other pathways eg apprenticeships, trades etc. A possible way of gathering and reporting on this data would be via surveys and graphs. Quality of Life surveys are a recognised research tool. Using these will give a broader overview of all learners, however, there would need to be a baseline to give the data credence.

Questions raised;

- How are the focus areas measured?
- How do you measure the effectiveness of the Staff PD?

The ERO date was incorrect should be 2016. James to reword parts of the Draft Annual Plan and send out an updated version to the Board prior to the next meeting.

6. Finance Report

Cheques over \$2,000.00 for July and June 2015 presented.

Grant gave an overview of the reporting process on behalf of the Finance Committee.

7. Property

As per Report.

8. Policy

No report.

9. Sports Council

No Report.

10. Proposed Overseas Trips

The Board approves both applications for Overseas Trips in 2016 in principle;

Geography/Science – Hawaii

History – Civil Rights Tour U.S.A.

11. General Business

Stephen gave a brief report on a Health and Safety seminar he attended that addressed the new Health and Safety Work Act. He assured the Board that they are not personally liable for any injuries that happen at the College, however, the College is, and the Officer of the School (the principal) could face fines and prison. Questions were asked, if alongside our accident report should we be keeping a 'near misses' log? Then we could document improvements that have been made in regards to the issue eg; the removal of the judder bar by the bollards, carpeting the administration polished carpet. It was also noted that there should be a policy regarding staff working after hours.

Catherine Williams, and Stephanie Muller-Pallares both excused themselves from the rest of the meeting.

Moved into Committee at 8:45 pm for the Personnel & Discipline reports

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."*

Minutes of a Meeting of the Whangaparaoa College Board of Trustees 14/10/2015

Moved: Stephen Parker
Motion Carried

The Board moved out of Committee at 9.00pm.

Stephen Parker, Chairman _____

Meeting Closed at 9.00pm

Next Board meeting **Wednesday 11 November** 2015 at 6.30 pm