

**Minutes of a Meeting of the Whangaparaoa College Board of Trustees held on
Wednesday 16 December 2015 at Delshaw Ave Whangaparaoa
Commencing at 6.30 pm**

Present

Stephen Parker, Ben Creevey, Grant Dabb, Derek Middleton, Luiz Paganelli, Mike Enright, Berniece Tait, Catherine Williams and James Thomas (Principal)

In Attendance

Delwyn Argar (Minute Secretary).

Apologies

Craig Caminos

Karakia– Lead by Derek

1. Conflict of Interest

Nil

2. Minutes of the Previous Meeting

Motion:

“That the minutes of the previous meeting held on 14 October 2015 are accepted as true and correct.”

Moved: Stephen Parker
Motion Carried

3. Ratification of Electronic Votes

The below electronic Motions were ratified:

“That Catherine Williams is co-opted onto the Whangaparaoa College Board of Trustees until the 2016 triannual election.”

Moved: Mike Enright
Seconded: Ben Creevey

“The Whangaparaoa College B.O.T supports the Whangaparaoa College application to the Constellation Communities Trust for a contribution of \$5,000.00 to assist with the Community Sports Coaching co-ordinators role for Whangaparaoa College.”

Moved: Grant Dabb
Seconded: Berniece Tait

“The Whangaparaoa College B.O.T supports the Whangaparaoa College application to the Four Winds Foundation for a contribution of \$15,000.00 to assist with the purchase of a minibus to transport students to events and education outside of the classroom activities.”

Moved: Grant Dabb
Seconded: Berniece Tait

“The Whangaparaoa College B.O.T supports the Whangaparaoa College application to the NZCT for a contribution of \$25,000.00 to assist with the Community Sports Coaching co-ordinators role for Whangaparaoa College.”

Moved: Grant Dabb
Seconded: Berniece Tait

“The Whangaparaoa College B.O.T supports the Whangaparaoa College application to the Pelorus Trust for a contribution of \$15,000.00 to assist with the purchase of a minibus to transport students to events and education outside of the classroom activities.”

Moved: Grant Dabb
Seconded: Berniece Tait

"The Whangaparaoa College B.O.T supports the Whangaparaoa College application to the Pub Charity Inc for a contribution of \$15,000.00 to assist with sports field developments."

Moved: Grant Dabb
Seconded: Berneece Tait

"The Whangaparaoa College B.O.T supports the Whangaparaoa College application to the Lion Foundation for a contribution of \$15,000.00 to assist with operating costs."

Moved: Grant Dabb
Seconded: Berneece Tait

"The Whangaparaoa College B.O.T supports the Whangaparaoa College application to the Trillian Trust for a contribution of \$5,000.00 to assist with the annual school production we put on for our community."

Moved: Grant Dabb
Seconded: Berneece Tait

"The Whangaparaoa College B.O.T supports the Whangaparaoa College application to the NZ Racing Board for a contribution of \$2,000.00 to assist with sports field developments."

Moved: Grant Dabb
Seconded: Berneece Tait

"The Whangaparaoa College B.O.T supports the Whangaparaoa College application to the North & South Trust for a contribution of \$5,000.00 to assist with Rugby playing uniforms."

Moved: Grant Dabb
Seconded: Berneece Tait

4. Matters Arising from Previous Minutes

- Annual Plan, and College Zone to be updated in Principals report.
- At the next strategic meeting James will arrange for the Board to meet at Te Maramara a Tane to learn about the Pou, with Josh Fox and possibly members of the Kapa Haka group.
- Pathways; James attended a meeting with the MoE and others regarding looking at ways of keeping the talented NZer's in NZ especially ICT trained.

5. Correspondence

MoE –Satellite Unit

A meeting was held between ourselves, Orewa College, Wentworth College, Kingsway School, and the Ministry to discuss the ORS provision in the Hibiscus Coast. As a result the Ministry have requested that we host a Satellite Unit of either Wilson School or Wairua Valley Special School. After consideration the Board have asked James to proceed carefully and to keep them fully informed of progress.

Initial points to be considered:

- What is the role of the Whangaparaoa College BoT with the Satellite?
- Assurance that no existing buildings be used for the Satellite.
- That there be zero resourcing issues for the College.

5. Principal's Report

Roll 2016

Our roll has already surpassed the Ministries estimation. There could be a challenge regarding the Yr 7 level due to learner numbers. Currently we are staffing 7 Yr 7 classes, but increased enrolment suggest there needs to be an additional Yr 7 class.

Enrolment Scheme

The proposed Home Zone the Ministry has outlined consists of;

Starting at the Orewa Bridge, travel south and west along the centre of the Hibiscus Coast Highway (65 -253 odd numbers only included) to the intersection with Whangaparaoa Road (included). Travel cross country to the Weiti River, travel east along the river towards Karapiro Bay and follow the coastline of the entire Whangaparaoa Peninsula north east, then west, back to the starting point.

Questions arising from this;

- Do we get property funding for all learners if we abandon the zone?
- How many of our learners are currently out of zone?
- Is the funding back-dated for the learners who are currently out of zone but would fall into the Home Zone if adopted?
- Can we push for the Home Zone to be extended to the Hibiscus Coast Highway in the future if we accept the Home Zone now?

It was agreed that James would proceed and meet with the Ministry to discuss and go through the process, to increase our zone out to the Hibiscus Coast Highway.

CoS

With the official approval from the Ministry to form a Community of Schools with Stanmore Bay, Whangaparaoa Primary and Gulf Harbour the process begins. This will require one of the Principals' to take on the Leadership Role (James has stated that he will not put himself forward for this role). Of the remaining Principals there is interest from one to look at taking on this position. It will be well into 2016 before this gets underway. The expectation is that there will be greater shared information regarding learners and consistency of teaching amongst the contributing schools. Also the sharing of resources and lead teachers. The outcome will be positive for all learners.

Annual Plan

Motion:

"That the presented 2016 Annual Plan be adopted for 2016."

Moved: Grant Dabb
Accepted: Berniece Tait

Staff Leaving

All staffing positions have been covered.

Other

Silverdale School will be bringing their Yr 7 & 8 classes (93 learners) to attend 'tech classes' at Whangaparaoa College. This will involve Food Tech, Hard Materials, French, and Drama/Dance. Silverdale School will provide the funding of .77 of a teacher, and the learners will have a materials fee, making it self-funding.

Thanks to all involved with the Excellence Prizegiving.

Grant wanted to thank all involved with the Yr 13 Camp, and expressed that it was a very well organised camp and it was a fantastic opportunity for the learners who attended.

6. Election of the Returning Officer

Motion:

"That Delwyn Argar be duly elected the Returning Officer for Whangaparaoa College for the 2016 Tri-Annual School Trustee Elections and Staff Elections."

Moved: Berneece Tait

Seconded: Ben Creevey

6. Finance Report

Noted that October finished in a better position than forecasted, thanks to the budget holders and the Finance team.

Cheques over \$2,000.00 for September and October 2015 presented.

Draft 2016 Budget

Motion:

"That the Draft 2016 Budget be adopted as the 2016 Budget, with the expectation that there will be minor changes subject to further information available early next year."

Moved: Derek Middleton

Seconded: Ben Creevey

Fixed Asset Register & Depreciation Rates

Motion:

"That the Board of Trustees approve the Depreciation Rates listed in the letter from CES for the current year (2015)."

Moved: Grant Dabb

Seconded: Ben Creevey

7. Property

Verbal report from Grant; the lighting and security projects are still progressing. We have been notified by the MoE regarding the sale of land that is the far side of the field above the wall. At this stage the only information confirmed is that the parcel of land goes unconditional on December 23, 2015. There is no guarantee that the MoE will continue with the established practice of giving half the land sale proceeds to the College.

8. Policy

Motion:

"That the proposed Timetable Policy be approved."

Moved: Berneece Tait

Seconded: Catherine Williams

9. Sports Council

Verbal report from Ben; planning for 2016 looking good, improvements have been made looking forward to a confident start to 2016. It was noted that the Director of Sport – Anna-Marie Keighley may well be a Referee for the Olympics And other overseas matches. Careful consideration will be made to her replacement whilst she is absent.

10. Personnel & Discipline

Moved into Committee at 8:25 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."

Moved: Stephen Parker
Motion Carried

The Board moved out of Committee at 9.00 pm.

11. General Business

Stephen thank all the board members for their commitment and hard work they have contributed over the last year. He also wished everyone a safe and Happy Christmas. Grant thanked Stephen on behalf of the board for all that he has done for the Board this year and in previous years.

All were asked to consider if they are standing again at the next election, and what sub-committees they would like to be involved with next year.

Stephen Parker, Chairman _____

Meeting Closed at 9.10 pm

Next Board meeting **Wednesday 10 February** at 6.30 pm