

## **WGP College Board meeting 15 June 2022**

### **Present**

Ian MacLeod, Steve McCracken, Jess Washer, Tim Davis, Derek Middleton, Charlotte Jones, Craig Caminos

**In attendance:** Caroline Butland (secretary), Graeme Williams (DP), Jason Pocock (DP), Denise Davies (HoL), Lisa Williams (HoL), Kat Porter (visitor), Dan Barrett (visitor).

**Apologies** - Heidi Parlane, Ben Creevey, Marina Vaha

**Karakia** - Charlotte

Congrats Jess - Netball NH Rep, Ref award

**Conflict of interest** - Nil

**Year 7:** Information in board pack taken as read. Presentation by Lisa which included a brief to the board on opportunities to improve the learning environment in this area - smaller class sizes, more TA's, more of the same teacher to help the transition. The board noted these opportunities and confirmed that they understood and appreciated the work done by the teachers in this area within the constraints

**Technology:** Denise invited the Board to visit our Tech classrooms to see lack of space for learners to move around due to large class sizes, no commercial kitchen so that learners can practise under real life conditions and cannot teach a lot of the Hospitality Standards due to not having the specified industrial requirements - hindering a broader education. In discussion around the ideal facilities and opportunities to be taken into account during the upcoming property project the Tech team would like a central pod that can be viewed from the practical room so that teachers can safely keep an eye on learners. Workshops - we need rooms that allow movement without congestion and safety issues. Technology positions are difficult to fill so it is a challenging environment to staff. If the teacher is away for a week, no practical lessons are possible for that week due to health and safety.

The team would like to visit other schools with modern technology spaces to get ideas. The board advised that the property development project is considering these issues and the design experts on the Ministry project team are aware of the requirements and are experienced in the design of modern teaching spaces

**ACTION:** Caroline to arrange for the Board to visit during the school day

### **Curriculum Review**

Curriculum/School Review - situations outside the classroom also affect the curriculum eg behaviour, attendance etc. The board confirmed that this was understood and was considered to be well catered for within the existing strategic plan and the annual improvement plan where specific actions were already identified and in place or underway.

As things are rolled out, the team will update the Board with the roadmap.

### **Previous minutes:**

The minutes from the May meeting were Approved by Steve

Seconded: Derek

### **Matters arising:**

External exams - Steve is working on that and will have a plan by August. We are keeping Yr 11's for an extra 2 weeks within normal schooling before they go on study leave at the end of the year. Steve is speaking to HoLs re what those 2 weeks will look like.

BPRAG is up and running and they meet weekly. Davina and Gail are involved.

Curriculum Review - further update August 2022 with clear actions and progress.

### **Principal's Report:**

We are focusing on behaviour - combined meetings have been held with HoLs and Deans and then the information has gone out to all staff. Clarity around different behaviours and consequences shared. Steve thanked the Board members who have helped with return from stand down meetings.

Predicted pass rates - L2 and L3, one on one conversations between learners and teachers - not enough is being done. Teachers revisit estimated credit each month and the document is signed by teacher and learner. There will be a clearer picture by August. Learners are being tracked individually. It was suggested that best practice in Kaiarahi activities should be shared as part of internal PLD to ensure consistency of support across all learners.

ERO - we're working with Anjie Savage on a draft profile report which will be presented to the next meeting.

Work on the improvement plan is unable to be halted by the SLT. The Board doesn't accept that actions are not being done - as suggested within the report, page 2 bottom. The board has set this direction and expects that the actions are taken, furthermore the community thinks that work is in progress.

WVSS - some learners are joining some college classes - ad hoc, when possible.

**Action Plan and progress update:** Concern over yellow sections especially where actions have not been taken - **ACTION:** Steve

### **Policies for approval**

Ian proposed that the updated policies be Approved

Derek seconded:

- Child Protection Policy
- Enrolment Scheme Policy
- Financial Management Policy
- Funding Policy
- Learner Management Policy
- Learning and Activities Outside the Classroom Policy
- Media Contact Policy
- Policy Interviews with Learners Policy
- Privacy Policy
- Protective Disclosure Policy
- Theft and Fraud Prevention Policy
- Timetable Policy
- Uniform Policy

Craig was acknowledged for the work around policies pre and post Policy Meetings.

**Learner Pathways** - The Careers strategic objective needs to be looked at.

The Board would like the figure of the UE pass rate target by the July meeting - **ACTION:** Steve

**Appraisal** - PLD: Ensure all Kaiārahi have differentiated PLD. Data from Deans re effective Kaiārahi  
**ACTION:** Steve

**Gifted and Talented** - This is part of the Scholarship programme.

Finance: There will be a budget review for the next meeting. Audit - 1 recommendation re recognition of revenue in advance (not an issue), keep an eye on it. Guidance about keeping abreast of MoE guidelines on Novopay/Edpay as that's changing.

**Property:** Gym roof leak - H&S Audit, the Board want the update **ACTION:** Steve

H&S subcommittee - Ian will forward the report as soon as it's received and plan the first meeting a week later.

The Board moved into committee at 9.53 pm and out at 10.09 pm

Next meeting - Ian proposes move to 27 July, Week 1, Term 3 - all agreed

The main focus will be the half yearly review of strategy and budget and any required adjustments

Karakia - Charlotte

Meeting closed at 10.15 pm.

Ian MacLeod, Board Chair \_\_\_\_\_