

BOARD MINUTES

Wednesday, 26 June 2024, 6:30pm
Whangaparāoa College Boardroom



WHANGAPARĀOA COLLEGE
Together Believe Achieve Ngātahi Whakapono Tutuki

Present: Craig Caminos (CC), Sam Ereckson (SE), Charlotte Jones (CJ), Ian MacLeod (IM), Steve McCracken (MCR), Kat Porter (KP), Josh Sanford (JS), Charlie Teviotdale (CT)

Apologies: Ben Creevy (BC), Tim Davis (TD), Derek Middleton (DM), Marina Vaha (MV)

In Attendance: Rachel Boyd (Board Secretary), Phil Jones (Head of Learning, English), Davina Dean (Deputy Principal), Cristian Rodriguez (Deputy Principal)

	Agenda Item	Action
1	Opening Karakia	
	Meeting opened at 6:30pm	
2	Faculty & Strategic Reports	
2.1	Faculty - English	
	<p>Head of Learning spoke to the English Faculty report. Literacy is seen as the key focus of this faculty moving forward. Head of Learning commended for his leadership through a period of significant change for both the faculty and the English curriculum focus. Question was asked around the transition from primary schools, whether enough is being done to have learners at the appropriate curriculum level before moving to college and whether there is enough being done as a Kahui Ako to support literacy. It was felt that primary schools are doing all they can. At the moment the faculty doesn't have a relationship directly with the primary schools but that will change with the introduction of a Year 7&8 Lead position. Politically, schools are told what they should be teaching and how they should teach it so there are systemic problems which schools are now trying to counter. HoL supports a cross faculty approach to literacy and noted the close working relationship between the English and Maths faculties particularly. English faculty believes it is their responsibility to drive Literacy across the kura.</p> <p><i>Phil Jones left the meeting at 6:53pm</i></p>	
2.2	Strategic - Technology & Innovation	
	<p>Deputy Principal spoke to the Technology & Innovation Strategic report. Explanation given around the use of the Education Perfect platform and work being done to manage the use of this technology. Library staff are being utilised to support staff and learners on basic IT issues to free up the dedicated IT Technician to focus on more serious IT concerns. The library collection has been modified with support from the National Library. The space is being better utilised across the board and during break times is abuzz with learners. Discussions are being had as a Kahui Ako to expand digital technology teaching to ensure learners have the digital skills they need. A project team is currently looking at ways to optimise the school timetable in order to give the school more options for scheduling both teaching staff and physical spaces. The original school architects have reviewed the existing school spaces and developed a plan to utilise or repurpose some of the school's spaces. Any redevelopment of these spaces would come at a cost to the school. The school's supply of loan chromebooks continues to be a challenge but the school is a BYOD school and the recommendation is not to change that expectation on families by increasing the school supply.</p> <p>Management to look into the school's approach and expectation in regards to BYOD and determine if there needs to be an addition to policy or communication to whānau.</p>	SM

	<p>It was noted by the Board that alternative funding sources are going to be critical to sustaining these levels of additional funding combined with the school's current level of deficit budget. There is support from the Board to look at the appointment of a Grant Funding resource to the staff or as a contractor position.</p> <p>Moved that the Board approve the proposals for the following Release of Funds projects as per Proposal:</p> <ol style="list-style-type: none"> 1. Address Counsellor Shortfall (Hauora): 2. Close Literacy Gap (Achievement): 3. Reinstate the Junior Playground (Hauora): <ul style="list-style-type: none"> - CC, JS, carried <p>Moved that Project 4 - Replace Astroturf (Unique Character) is not approved at the current time but will be reconsidered in correlation with a funding programme. The Principal is to identify options for a strategic funding programme and draft alternative funding plan for replacement of the school's astroturf, alongside the Finance Committee, and present a proposal to the full Board at its August 2024 meeting.</p> <ul style="list-style-type: none"> - CC, JS, carried 	SM
5.2	Board Process - Out of Zone Enrolments	
	<p>Moved that the Board allocated five (5) Out of Zone Enrolment places for 2025, as recommended by the Principal.</p> <ul style="list-style-type: none"> - JS, IM, carried 	
6	Information / Risk	
6.1	Finance	
	<p>Finance Report noted. Staff are doing well to manage the budget.</p> <p>Moved that the Finance Report (30 May 2024) be accepted.</p> <ul style="list-style-type: none"> - CC, KP, carried 	
6.2	Property	
	<p>Property Report noted.</p> <p>Moved that the Property Report (6 June 2024) be accepted.</p> <ul style="list-style-type: none"> - CC, CT, carried 	
6.3	Policy	
	<p>Moved that the Board accepts the Policy Committee report of 21 May 2021 and the recommended changes to the following policies:</p> <p>Use of Vehicles for College Business Policy School Lockdown Policy Emergency Response Policy Fire & Industrial Incidents Policy Entertainment & Gifts Policy Learning & Activities Outside the Classroom Policy</p> <ul style="list-style-type: none"> - CC, IM, carried <p>Moved that the Board accepts Policy Committee recommendations to implement the Bylaw on Use of Mobile Phones by Learners at Whangaparāoa College</p> <ul style="list-style-type: none"> - IM, JS, carried <p>Moved that the Board accepts the Policy Committee report of 24 June 2024 and the recommended changes to the following policies:</p> <p>Curriculum Delivery and Learner Assessment Learner Policy Alcohol & Illicit Drugs Policy with additional change to remove the reference to pipes and bongs from Point 3B.</p>	

		- CC, CT, carried	
	6.4	Health & Safety	
		<p>Report noted.</p> <p>Noted that an additional layer of checking has been added to the EOTC process following the bus incident at Orewa College in Term 2.</p> <p>Staff to be commended for this months H&S report which is providing the appropriate level of reporting for the Board.</p> <p>Moved that the Health & Safety Report for June 2024 be accepted.</p> <p>- CC, KP, carried</p> <p><i>Davina Dean left the meeting at 8:51pm</i></p> <p>Motion: That the Board move In Committee and that the public be excluded from agenda items pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987. The reason being to discuss matters related to personnel and the grounds is to protect the privacy of individuals.</p> <p>The Board moved In Committee at 8:51pm</p>	
	6.5	Personnel	
		<i>(In Committee)</i>	
	6.6	Discipline	
		<i>(In Committee)</i>	
	6.7	Correspondence Register	
		<i>(In Committee)</i>	
7	Previous Minutes & Actions		
	7.1	Approval of In Committee Board Meeting Minutes <i>(In Committee)</i>	
		<p>Board moved that the minutes of the In Committee Board meeting held 15 May 2024 be approved as a true and correct record</p> <p>- SE, CJ, carried</p> <p>The Board moved out of In Committee at 9:09pm</p>	
	7.2	Approval of Board Meeting Minutes	
		<p>Board moved that the minutes of the Board Meeting held 15 May 2024 be approved as a true and correct record</p> <p>- SM, KP, carried</p>	
	7.3	Review of Actions	
		<ul style="list-style-type: none"> Te Tiriti - shared document to be produced and Board Members to provide input - deferred to August The funding recommendation for the replacement of the school's astroturf surface to be furthered through the Finance Committee - superseded by new action so close current action Move to SchoolDocs will be actioned for the beginning of 2024 - update to August. 	
	7.4	Confirm actions recorded this meeting	
		Noted.	
8	Meeting Close		
	8.1	Board Professional Development	
		No additions.	

		A reminder to Board members to advise as quickly as possible their availability to participate in suspension meetings, when requested. Noted that it was appreciated those that are giving their time to these meetings on a regular basis and a reminder was noted that it is a responsibility of all Board members to contribute their time to these meetings.	
	8.2	Confirm date of next meeting	
		21 August 2024. Josh Sanford requests leave for 19 October. Granted. Principal and Chair to reconsider October meeting date and advise Board if there is to be a change.	CC/SM
	8.3	Calendar of School Events	
		Noted. Powhiri and Matariki Festivals noted for 27 June 2024. Principal thanked the Board for their support this evening. Board Members to be invited to submit Agenda items to the Chair and Secretary 10 days prior to the Board meeting.	ALL/CC
9	<u>Closing Karakia</u>		
	Meeting closed at 9:30pm		

Signed
Craig Caminos, Board Chair

Date