

BOARD MINUTES

Wednesday, 4 December 2024, 6:00pm

Whangaparāoa College Boardroom



WHANGAPARĀOA COLLEGE

Together Believe Achieve Ngātahi Whakapono Tutuki

Present: Craig Caminos (CC), Sam Ereckson (SE), Ian MacLeod (IM), Steve McCracken (MCR), Derek Middleton (DM), Kat Porter (KP), Josh Sanford (JS), Charlie Teviotdale (CT), Marina Vaha (MV)

Apologies: Tim Davis (TD), Charlotte Jones (CJ), Marina Vaha (MV)

In Attendance: Rachel Boyd (Board Secretary), Shannon Enright (Head of Learning), Denise Davies (Head of Learning)

	Agenda Item	Action
1	Opening Karakia	
	Meeting opened at 6:03pm	
2	Faculty & Strategic Reports	
2.1	Faculty - Arts & Languages	
	<p>Shannon Enright spoke to the Arts & Languages report.</p> <p>Pleasing increase in learner achievement between 2023 and projected 2024 results. Space is an ongoing challenge in the faculty, with course uptake leading to increasing pressure on existing facilities.</p> <p>Time and demands on staff are also a challenge. Staff simply don't have as much time to give to supporting extracurricular learner activities. Many schools are now paying for external experts to support activities such as bands, choirs and school productions.</p> <p>There could be an opportunity to mobilise the community to support such activities. Department aims to be as accessible as possible and have as many opportunities at as many levels as possible, including extension opportunities.</p>	
2.2	Faculty - Technology	
	<p>Denise Davies spoke to the Technology report.</p> <p>Significant increase in learner achievement between 2022 and 2023 (not enough data available for 2024 as yet).</p> <p>The Board heard that the faculty is very keen to support the Hospitality department facilitating an onsite cafe utilising the school's existing "tuck shop" space. This is an interesting idea which would need a strong strategic plan. Current facilities and setup is not up to the standard of other schools and is limiting the school's ability to support learners authentically into career Hospitality roles.</p> <p>The faculty is passionate about the development of a Trades Academy.</p> <p>Noted that the relocation of the school's welding bay is likely to be a fairly straight forward project that can be actioned in 2025.</p> <p><i>Shannon Enright and Denise Davies left the meeting at 6:54pm</i></p>	
3	Meeting Administration	
3.1	Apologies	
	<p>As above.</p> <p>Board Chair to remind board members in the new year about meeting attendance requirements.</p>	CC
3.2	Conflicts of Interest Register	
	No additions.	
4	Decisions/Resolutions/Board Actions	
5.1	2025 Action Plan	
	Principal spoke to the 2025 Action Plan.	

	<p>Actions noted:</p> <ul style="list-style-type: none"> ● Move “Executive Summary” to the top of the Action Plan ● Ensure there is a balance of workload that is achievable across the Senior Leadership Team ● Add accountability (champions) indication to “Executive Summary” and extended accountability to Action Plan <p>Hauora</p> <ul style="list-style-type: none"> ● ‘Post survey, key priorities will be actioned” to be moved to key metric/measures <p>Technology</p> <ul style="list-style-type: none"> ● Rewrite section ● “(Develop) Strategic plan around how we imbed future technology into our faculties” - PRIORITY A ● Include feasibility study/proof of concept/investigation ● Current less specific goals under that <p>Learning Pathways</p> <ul style="list-style-type: none"> ● Specific metric for Literacy and Numeracy for Year 7-10 to be added <p>Enhanced Funding</p> <ul style="list-style-type: none"> ● Swap Priorities - International to be B, Diversify Funding to be A <p>Board noted its appreciation of the Principal and SLT’s work in developing the Action Plan for 2025.</p>	SM
5.2	2025 Budget	
	<p>Finance Committee Chair outlined the 2025 budget recommendation.</p> <p>Moved: That the Board approve a deficit budget of \$ 54,589 for the 2025 school year.</p> <p>- IM, CC, carried</p> <p>Moved: That the Board approve an increase in school donation to \$325 for one student and \$450 for a family from the beginning of the 2025 school year.</p> <p>- IM, CC, carried</p> <p>Finance Committee Chair noted that the Committee would be pleased if the final budget result at the end of 2025 was breakeven.</p>	
5	Board Assurance Statements	
5.1	Report on Policy Compliance	
	Policy Assurances noted.	
6	Meeting Close	
6.1	Confirm date of next meeting	
	<p>12 March 2025.</p> <p>Detailed Trade Academy strategic plan to be presented to the Finance Committee at the meeting on 27 February 2025, to then be presented to the Board on 12 March 2025.</p> <p>Finance Committee meetings to be rescheduled (offline).</p> <p>Committee handovers to be considered at the beginning of 2025 with the 2025 Board Elections in mind.</p> <p>The Board thanked the Principal for his work this year. The progress made during his Principalship to date, is noted and acknowledged.</p>	

	6.2	Calendar of School Events	
		Noted	
	6.3	Confirm actions recorded this meeting	
		Noted	
7	Closing Karakia		
	Meeting closed at 8:10pm		

Signed
Craig Caminos, Board Chair

Date