

BOARD MINUTES

Wednesday, 20 August 2025, 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), Derek Middleton (DM), Kat Porter (KP), Josh Sanford (JS), Charlie Teviotdale (CT), Nariah Tikinau (NT)

Apologies: Tim Davis (TD)

In Attendance: Rachel Boyd (Board Secretary), Phil Jones (Head of Faculty English), Hillary Leslie (Head of Faculty Maths)

Agenda Item	
1	Opening Karakia
	Meeting opened at 6:31pm
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2.1	English
	Head of Faculty English spoke to the English faculty report. Board discussed with the Head of Faculty, the challenges of AI use by learners and the faculty's approach to AI checking. The Board encouraged staff to keep looking at ways to work with AI technology and harness it well for use in the school environment. English faculty and Learning Support are working well together with good impact but this is complicated by a huge demand on Learning Support services. There have been some challenges this year around new curriculum approaches around the separating of reading and writing at Year 8 which will be reconsidered in 2026. Smaller classes and intensive reading programmes with specialist teachers would make the biggest impact on results if there was the opportunity to provide additional resourcing.
2.2	Maths
	Head of Faculty Maths spoke to the Maths faculty report. <i>Phil Jones & Hillary Leslie left the meeting at 7:10pm</i>
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3.1	Apologies
	Tim Davis
3.2	Conflicts of Interest Register
	No additional conflicts this meeting.
4	Principal's Report
4.1	Principal's Report
	Noted that an AI strategy framework is currently being developed but the challenges that are being experienced in the business world are also being experienced by schools in working out the best strategy to manage it. The current board would like to see the school to continue working on the school's strategic approach to AI. Frustration around property and lack of additional classrooms being provided by the Ministry. Staff and Board are meeting again with Ministry representatives on 21 August. <i>Moved: That the Board confirmed approval for the Principal to travel to Brisbane 16-19 September 2025</i> - KP, CJ, carried

	<p>Principal commended the Board on its support and good practice which was acknowledged by the Governance domain being noted at a level of Excelling, by the Education Review Office review team earlier this month.</p> <p>Explanation given for Ministry of Education Attendance figures and how they are calculated and the difference between the school's internal reporting. Noted that the Board has committed additional funding to attendance by resourcing dedicated staffing.</p> <p>The Ministry's termly attendance reporting will be provided to the Board going forward.</p> <p><i>Motion: That the Board receives the Principal's Report</i> - KP, DM, Carried</p>	
4.2	2025 Action Plan	
	<p>The action plan is well on track with the only area of delay being Innovation and Technology. Other projects have had to take priority in Term 2. Senior staff have the passion and drive to support innovation but don't have the specific skillset. The school is likely going to need to lean more on external support, business and/or community, to assist.</p> <p>Current Board members to meet outside the Board Meeting in the next month if possible to look at interim support in furthering a plan for the Technology Innovation strategic area.</p>	Board
4.3	Strategic Aims Update	
	Principal spoke to the Te Tiriti o Waitangi strategic report.	
5	Decisions/Resolutions/Board Actions	
5.1	Japan Trip Approval Request	
	<p><i>Moved: That the Japan Trip 2026 Proposal be accepted.</i> - JS, SE, carried</p>	
6	Information / Risk	
6.1	Finance	
	Finance Subcommittee Chair spoke to the report.	
6.2	Property	
	<p>Property Report presented.</p> <p>The Board discussed the recent Worksafe inspection which highlighted property infrastructure issues rather than issues with best practise.</p>	
6.3	Policy	
	<p><i>Moved: That the Board</i></p> <ul style="list-style-type: none"> - Approve the rollover of the school's Uniform Policy to May 2028. - Delegate to the Principal the power to administer, apply and enforce the Bylaw on Use of Mobile Phones by Learners at Whangaparāoa College - Accept the recommended amendments to the Whangaparāoa College Timetable Policy - November 2024. - Approve the implementation of the Absentee Management Policy. <p>CC, JS, carried</p>	
6.4	Health & Safety	
	<p>Report noted.</p> <p>Successful lockdown drill held earlier this week, following PLD last term with learnings to be implemented and added to lockdown documentation for all school buildings and classrooms.</p> <p>Additional budget resource will be requested for 2026 for wider staff First Aid training to ensure the school is able to meet all requirements.</p> <p>Parents are becoming increasingly aggressive towards staff, both in person and in communication.</p>	

		School to specifically communicate the Community Code of Conduct back out to parents and caregivers to ensure expectations are known.	SM
		<i>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 learners and the grounds is to protect the privacy of individuals.</i>	
		<i>The Board moved In Committee at 8:03pm</i>	
	6.5	Personnel (In Committee)	
	6.6	Discipline (In Committee)	
	6.7	Correspondence Register (In Committee)	
		<i>Motion: That the Board accepts the Subcommittee reports</i> - <i>KT, SM carried</i>	
		<i>Motion: That the Board receives the Correspondence</i> - <i>KT, SM carried</i>	
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	7.1	Approval of In Committee Board Meeting Minutes (In Committee)	
		<i>The Board moved out of In Committee at 8:13pm</i>	
	7.2	Approval of Board Meeting Minutes	
		<i>Motion: That the minutes of the Board meeting held 25 June 2025 be approved as a true and correct record</i> - <i>CT, JS, carried</i>	
	7.3	Review of Actions	
		Noted changes.	
8	Any Other Business		
	8.1	Board Requested	
		No additional items	
9	Meeting Close		
	9.1	Board Professional Development	
		No additions	
	9.2	Confirm date of next meeting	
		15 October 2025. Date schedule to be reconfirmed following Board elections.	
	9.3	Calendar of School Events	
		Noted	
	9.4	Confirm actions recorded this meeting	
		Noted	
	9.5	Principal's Comment	
		Principal acknowledged the significant contribution of current Board Members with a sincere thanks on behalf of the school for their commitment and dedication to the school and its learners, some for a significant number of years. Board members acknowledged the work the current Principal has done to progress the school during the past four years and gave their encouragement to continue in the same vein.	
10	<u>Closing Karakia</u>		
		Meeting closed at 8:23pm	

Signed
Presiding Member

Date