

**Western Springs College
Board of Trustees Meeting
held Monday 7th April, 2008, in the Marae**

Present: Trevor Crosby, Paul Edmond, Tracey Watkinson, Alice Heather, David Peirse, Marianne Wilson, Ken Havill, Gus Robertson, Robyn Curry, Taima Campbell, Heather Dikstaal.

Staff Present: Linda Dillon, Ruth Roberts, Chris Selwyn, Graeme Moran, Bryony West, Rawiri Walker.

Minutes: Christine Goodes

Apologies: Kaukura Tepaki, Robin Arthur.

Rawiri Walker opened the meeting with a welcome.

Declaration of Interests:

Paul asked for Sustainability Goals to be taken off Agenda. This will be dealt with at another meeting.

Strategic Decisions:

School Roll: enrolment scheme & school size review

- Ruth talked to the survey recently posted to out-of-zone students.
- WSC had received 86 responses to the survey.
- Discussion.
- ***Ken to send a letter asking the Ministry to confirm that Rumaki students would be exempt from non property entitlement funding. (Task 1)***
- Discussion continued with regard to board employees' children.

Trevor moved that the board accept the action plan (school size) below:

That the Board recognises that:

- (i) the 'Small School' policy adopted in 2004 (800-1000) is no longer sustainable due to demographic factors and the progress made over the last two years towards achieving the Board's strategic goal of majority enrolment by students living within the home zone; and
- (ii) within the next five year period the WSC roll is now highly likely to increase to between 1200 and 1400; and
- (iii) the expected home zone growth creates an urgent requirement for additional classrooms and resources.

To prepare for these developments, the Board will take the following steps:

- (i) further reduce the number of places available for out-of-zone enrolments; and
- (ii) prepare a detailed proposal, to be promoted to Ministry of Education officials and Government decision makers, seeking approval for additional classrooms and other resources to prepare for the higher than projected enrolments of home zone students. Proposals for additional resources to meet anticipated roll growth are to be put to the Ministry on the basis that:

- the proportion of in-zone growth has been significantly above Ministry projections; and
 - the Board continues to actively manage the enrolment scheme to significantly reduce the proportion of out-of-zone enrolments;
 - out-of-zone enrolments for the Rumaki special programme should qualify for the same level of property funding as home zone students because of the special nature of the Rumaki programme and the very limited number of Maori immersion places available elsewhere at the level offered at Nga Puna o Waiorea;
 - Out-of-zone enrolments of siblings of current students should qualify for the same level of property funding as home zone students to enable family continuity in the school and because of the diminishing nature of the limited exemption sought.
- (iii) develop a plan (for implementation from 2009 and in subsequent years as the school roll continues to grow) to ensure that students continue to receive high quality pastoral care and high levels of engagement throughout the school.

Trevor Crosby/Tracey Watkinson

Carried

Trevor moved that the board accept the enrolment scheme 2009 below:

That the Board set the following baseline levels for out-of-zone enrolments of Y9 students for 2009:

- (i) Rumaki special programme – up to 15 places, with the Board to review this level by no later than its first meeting in Term 4 (October) with a view to offering up to a further 5 places if the Ministry of Education has by then confirmed that out-of-zone Rumaki places are eligible for property funding; and

Tracey Watkinson/Alice Heather

Carried

- (ii) Other out-of-zone places – up to 15 places for other priority levels in the school enrolment scheme subject to Ministry response offering out-of-zone places.

That the Board notes, on the basis of information currently available, the out-of-zone places offered will meet some but not all of the likely demand for places from siblings of current students (that is second priority level in the enrolment scheme).

That the Board considers, on the basis of information currently available and current property funding arrangements, that out-of-zone places for 2010 are likely to be set at between 15 and 20 places for Rumaki students and no places for other out-of-zone students. The Board will review the position regarding 2010 places under the enrolment scheme during Term 1 2009.

Tracey Watkinson/Marianne Wilson

Carried

Strategic Discussions:

Implementation of the new national curriculum framework – Graeme Moran

- Graeme introduced himself and said he would like to involve as many of our parents and caregivers as possible in the construction of a curriculum that reflects our values and our vision for today's students and for those yet to come.
- He handed out a sheet with website information so board members could learn more about the implementation of the new curriculum framework.

- On June 25th there would be a meeting with parents to discuss the new curriculum.
- Taima would like to know how we monitored the delivery of the curriculum.
- Tracey said Kapa Stirling was coming this Wednesday to the Rumaki to talk to Whanau about the new curriculum.

Graeme was thanked and he left at 7.20pm.

Rumaki Development

- Chris welcomed everyone to the Marae and handed out his report which was in English and Maori.
- Chris paid tribute to the members on his staff and talked about their subject areas. He then moved to student achievement over the past year. A Rumaki Dean's Report 2007 and Rumaki Whanau Report 2007 were also included in his presentation report to the board
- The Rumaki in 2009 will be celebrating its 21st year and Chris' vision for the future was a school within a school.
- Tracey also talked about this vision and confirmed that a discussion had taken place with Ken Havill about this.

Chris was thanked for his presentation.

8pm Break

Rawiri informed the board that the Western Springs College PPTA had been awarded the Guy Allen Award and he would like the plaque placed in the admin hallway so it could be viewed by both parents and staff.

Board Meeting Content and schedule:

- The board meetings for the rest of the year were set as:

19th May
 30th June
 11th August
 22nd September
 3rd November
 8th December

- Discussion took place with regard to the tabled Meeting Process document.
- In this document Deputy Principal is to be changed to Associate Principal. **(Task 2)**

Trevor asked for the tabled Meeting Process document to be adopted.

Trevor Crosby/Paul Edmond

Carried

Tracey Watkinson asked for the finishing time of the meeting to be extended to 9.15pm.

Tracey Watkinson/Marianne Wilson

Carried

Fundraising

- Tracey talked to this and said we needed an entrepreneurial fundraiser. Discussion took place.

Tracey proposed that a fundraising working party be set up with an appropriate member from the PAG and BOT.

Tracey Watkinson/Paul Edmond Carried

- Paul Edmond to contact Kent Dadson.
- BOT to facilitate.

Monitoring

Discipline

Ken brought the board up to date on discipline.

Finance

Trevor asked for the final budget 2008 as presented to be accepted.

Trevor Crosby/Ken Havill Carried

Trevor asked for the February monthly Financial Statement to be accepted.

Trevor Crosby/David Peirse Carried

Trevor asked for the March Finance Committee Meeting minutes to be accepted.

Trevor Crosby/Tracey Watkinson Carried

Identify Agenda Items for Next Meeting

- Annual Plan
- Principal's 2007 Annual Report
- Sustainability Goals
- Committee Membership - BOT to indicate to Christine what committees they would like to be on. (**Task 3**)

Administration

Confirmation of Minutes

Tracey asked for February BOT and Special Meeting minutes to be accepted.

Tracey Watkinson/Marianne Wilson Carried

Correspondence

Trevor asked for the correspondence to be accepted

Trevor Crosby/Tracey Watkinson Carried

Trevor asked for acceptance of all written reports.

Trevor Crosby/Paul Edmond Carried

Meeting Closure

Principal's Report

- Ken brought the board's attention to the excellent 2007 NCEA pass rate information in his latest tabled report.
- The legislative requirement in relation to the 2008 review of the enrolment scheme will be completed by 1 May. **(Task 4)**

Next meeting convenor: David Peirse.

Next meeting: 19th May

Meeting closed: 9.35pm