

Western Springs College
Board of Trustees Meeting
held 30th June, 2008. 6pm in the Library

1. Present:

Robin Arthur, Marianne Wilson, Gus Robertson, Linda Dillon, Heather Dikstaal, Taima Campbell, Robyn Curry, Tracey Watkinson, Paul Edmond, Trevor Crosby, David Peirse, Alice Heather, Kaukura Tepaki, Ali Geursen, Christine Goodes.

Minutes: Christine Goodes

Chair: Marianne Wilson

Apologies: Nil

Declaration of Interests: Nil

2 Strategic Discussions

2.1 HOD English – Ali Geursen

- Ali talked to her tabled report.
- Senior school result analysis for 2007, student achievement in the junior school, goals met in 2007 and goals for 2008 were all touched on in her report.
- Ali reported that the English department was in a very solid position.
- Trevor thanked Ali for very thorough overview.
- Tracey asked about differences between Maori mainstream and Rumaki student external results.
- Ali will be holding workshops in term 4 on exam technique.
- Linda paid tribute to Ali's work in the face of 5 new members in the English department.
- Marianne thanked Ali for attending the meeting.

2.2 Boys and girls educational achievement – Linda Dillon

- Linda tabled statistics on Male/Female analysis 2007. She made the comment that there were classes where most of the students were boys so could not comment any further until she looked at individual classes.
- Linda asked for any questions for her to take away for further comment.
- Trevor commented that female achievement when compared with all girl schools was equivalent.
- Robin asked about what makes a difference when comparing with the 2006 comparative data. Linda to report on what is put in place and why. *(Task 1 Linda)*

2.3 Board meeting content and schedule – Alice Heather

- Alice talked to her tabled Self Review Schedule 2008 – Draft One.
- Board members to email Alice with any suggestions. *(Task 2 All Board)*

2.4 Enrolment scheme and property funding: MOE visit feed back

- A meeting was held with Ministry officials in May at the Ministry and Paul, Robin and David gave their version of how the meeting went.
- Discussion ensued with Tracey volunteering to work on iwi support.
- The Rumaki zone (catchment) needs to be looked at. *(Task 3 Trevor)*

- Heather asked about staff with children wanting to enroll their student at WSC. Trevor said that we cannot take on category 4 students under the present rules.
- Robin foreshadowed that a letter should be written in 2008 to out-of-zone families stating what the position is with out-of-zone enrolments.

Resolution

Enrolment Scheme:

That the verbal report of the trustees on meeting with the Ministry officials on 22nd May be received.

Robin Arthur/Heather Dikstaal

Carried

7.30: Break

3. Monitoring

3.1 Appraisal Process – Linda Dillon

- Linda talked to her tabled document ‘Appraisal’. She talked about the processes of appraisal used at WSC which covered both teachers and support staff.

Resolution

Performance Appraisals:

That the report of the Associate Principal regarding present staff performance appraisal systems and operation be received.

Marianne Wilson/Tracey Watkinson

Carried

3.2 Policy Proposal – Robin Arthur

- Robin talked to the Policy Meeting minutes and the draft policies presented along with Schedules A & B.

Resolution

Policy:

That the Board ratify the draft Policy Development Policy.

That the Board ratify the draft Legislative Compliance Policy.

That the Board notes with the adoption of the Legislative Compliance policy that the following existing policies are no longer required and revokes them: Privacy, Copyright, Animal Ethics.

Robin Arthur/David Peirse

Carried

3.3 Classroom Accommodation Funding Entitlements: MOE Response

- No response.

3.4 Annual Report / Annual Plan

- Not available yet.

3.5 Discipline Report – Robin Arthur/Linda Dillon

- Robin reported that there had been one exclusion since the last meeting.
- Linda tabled her Discipline Report which showed the outcomes of students who had been reinstated with conditions.
- Robin stated that this report was a very useful document and this should be discussed at a later time (*Task 4 Discipline committee*).

Resolution

Discipline:

That the verbal and written report of the Associate Principal regarding outcomes in cases of reinstatement with conditions be received.

Marianne Wilson/Kaukura Tepaki

Carried

3.6 Finance – Trevor

- Trevor talked to the tabled documents.

Trevor asked for the WSC 2007 Annual Report and Financial Statements and 2007 Consolidated Annual Report and Financial Statements, with changes, be accepted.

Trevor Crosby/Linda Dillon

Carried

- Tracey asked for Hall and Gym Hire coding to be checked.

Trevor asked for the June Finance Meeting minutes to be accepted.

Trevor asked for the April and May Financial Statements to be accepted.

Trevor Crosby/Tracey Watkinson

Carried

3.7 Property – Paul Edmond

- Paul talked to his tabled report
- Special meeting to talk about future directions of property scheduled for 29th July at 6pm. (*Task 5*).
- Linda has approached Helen Clark's Secretary re site remediation to no avail as yet.

Paul asked for the Property Committee minutes to be accepted

Paul Edmond/Tracey Watkinson

Carried.

3.8 Fundraising Working Party – Deferred

4. Identify Agenda Items for Next Meeting

- Enrolments

5. Administration

5.1 Confirmation of Minutes

Marianne asked for minutes of the May meeting to be accepted and for them to be placed on the website. (*Task 6*)

Marianne Wilson/Robin Arthur

Carried

5.2 Correspondence

Trevor asked for the correspondence to be accepted.

Trevor Crosby/David Peirse

Carried

5.3 Approval of Written Reports

Trevor asked for all written reports to be accepted.

Trevor Crosby/Alice Heather

Carried

5.4 Appointment of Returning Officer for Student Elections

Trevor asked that Christine Goodes be accepted as returning officer for the student elections.

Trevor Crosby/Gus Robertson

Carried

Meeting Closure

- Tracey commended Linda on her Principal's Report
- Kaukura Tepaki invited all board members to the Po Fia Fia Night to be held Thursday 3rd July at 6pm.
- Tracey to be the board member to attend PAG meeting on 1st July. Afterwards there would be a forum alcohol and teenagers.
- Facilitator for next meeting – Gus Robertson.

Meeting closed 9.25pm.

Task List

Task No.	Task	Responsibility	Time Frame
1.	Boys & girls education. Report on what is put in place and why.	Linda	Next board meeting.
2.	Suggestions to be emailed to Alice on meeting content and schedule.	All board	In progress.
3.	Rumaki catchment to be looked at.	Trevor	Next board meeting.
4.	Linda's Discipline Report to be looked at in more depth.	All board	Next board meeting.
5.	Special property meeting to be called 29 th July at 6pm.	All board	Next board meeting.
6.	Ratified May minutes to be placed on website.	Christine	Next board meeting.