

**Western Springs College
Board of Trustees Meeting
Held at 6pm 11th August, 2008, in the Staffroom**

1. Present/Apologies

Board members: Robin Arthur, Heather Dikstaal, Trevor Crosby, Paul Edmond, Kaukura Tepaki, Robyn Curry, Alice Heather, Gus Robertson, Marianne Wilson, Tracey Watkinson, David Peirse
Linda Dillon, Taima Campbell.

Staff members: Chris Selwyn

Others: Linda McGlynn

Minutes: Christine Goodes

Apologies: Taima will be late. Kaukura will leave at 8pm.

Facilitator: Gus Robertson

Declaration of Interests: Nil

Agenda Item:

Trevor asked if a letter from PAG Treasurer, Linda McGlynn, could be received.

Linda McGlynn asked for two things.

1. That the PAG is a sub committee of the WSC Board of Trustees and
2. That authority for spending remains with PAG. Christine to check minutes re PAG being a sub committee of the board. *(task 1)*

Robin moved that the letter of 29th July be received and the question of recognition of PAG as a sub committee of the board and any related issues be referred to the Finance Committee recommending appropriate recognition.

Robin Arthur/Linda Dillon

Carried

2. Strategic Discussions

2.1 Gateway Coordinator – Kaukura Tepaki

- Kaukura spoke to her tabled report.
- Gateway became available to all secondary schools in 2007.
- WSC began with 25 students.
- Gateway is workplace learning integrated into the school programme.
- There were many benefits to the students.
- Linda paid tribute to Kaukura's work.

6.25: Taima Campbell arrived.

2.2 Boys and Girls Educational Achievement (follow up) – Linda Dillon

- Linda tabled her report and spoke to it.

2.3 Board meeting content and schedule – Alice Heather

- Alice tabled Draft 2 of WSC Self Review Schedule 2008.
- Any additions to be emailed to christine within one week.

2.4 Enrolment – out of zone places and Public Notices – Trevor

- Heather still has an issue with staff wanting to enroll their students at WSC and not being able to do so because of their position in the priority listing after siblings of students. Trevor referred to the priority for allocation of places under the enrolment scheme being set by the Education Act with no discretion for the Board to alter or reorder that priority.

Robin moved that we accept for Year 9 in 2009 there is likely to be 15 out of zone places available in the Maori immersion programme, by application, and that there is likely to be 15 places available by ballot for other out of zone students.

Robin Arthur/Trevor Crosby

Carried with 3 abstentions

- This issue is to be revisited in October after the ballot date.

7.55pm: Chris Selwyn left the meeting.

- Trevor asked that the public notice re out of zone enrolments be placed in the local paper and for it to be clear.
- Tracey asked what is the board going to do to help Rumaki regarding the issue of property funding for out-of-zone places
- Alice suggested a sub committee as a way to go forward, a date to be arranged.

Robin asked for a letter to be written to the parents of current out of zone students explaining the likely situation in 2009/2010 with regard to siblings.

Robin Arthur/Alice Heather

Carried

- Trevor to write a letter over the next two weeks, with the help of Robin, to the guardians of out of zone students concerning the likely situation with enrolments in 2009/2010. (*Task 2*)

8.15pm Break

8.30pm Kaukura Tepaki left the meeting.

3. Monitoring

3.1 Policy Report – Robin Arthur

- Robin talked to his tabled policy committee minutes and the draft International Education Policy.

Robin recommended that the draft International Education Policy be adopted.

Robin Arthur/Paul Edmond

Carried

3.2 Annual Report – Trevor Crosby

- Trevor talked to points of particular interest.

Gus Robertson asked for the tabled Principal's Report to be accepted.

Gus Robertson/Robin Arthur

Carried

3.3 April – June Financial Statements – Trevor Crosby

- Trevor reported that expenditure is where it was expected to be and that there were no problems.

Trevor asked for the Finance minutes of the 27th July meeting and the Financial Statements for May and June to be accepted.

3.4 Property & MOE response – Paul Edmond

- There were no changes to report since the special property meeting.
- Paul said he was poised to release a statement to the press with regard to our property problems.

3.5 Discipline – Nothing to report.

9pm: Taima excused.

4. Identify Agenda Items for Next Meeting

- Trevor will be absent from next meeting.
- Update Strategic Plan.
- Fundraising.
- Dance and Drama presentation.
- Enrolment update.
- Update on Student Rep Elections.

5. Administration

5.1 Confirmation of Minutes

- Change 2009 to 2008 in second bullet point on page 2 of last minutes. (*Task 3*)

Robin asked for the minutes of the previous meeting to be accepted.

Robin Arthur/Tracey Watkinson

Carried

5.2 Correspondence

Trevor asked for the correspondence to be accepted.

Trevor Crosby/Robyn Curry

Carried

5.3 Approval of written reports

Trevor asked for acceptance of all written reports.

Trevor Crosby/Gus Robertson

Carried

Meeting Closure:

Tracey called for members to form a Fundraising Committee. Names put forward were Alice, Robin Arthur, Paul, Trevor, David & Linda.

Next BOT member to attend PAG: Marianne Wilson

Next meeting facilitator: Taima Campbell.

Next meeting date: September 22nd.

Meeting finished: 9.20pm.

Task List

Task No.	Task	Responsibility	Time Frame
1.	Minutes to be checked to see if PAG is a sub committee of the board of trustees	Christine	ASAP
2.	Letter to be written to guardians of out of zone students with regard to 2009/2010 siblings.	Trevor/Robin	2 weeks
3.	Change 2009 to 2008 on second page, second bullet point, of last board minutes.	Christine	ASAP