

**Draft Western Springs College Board of Trustees Meeting  
Held in the Admin Meeting Room at 6pm Monday 4<sup>th</sup> July, 2011**

**Present:** David Peirse, Gordon Ikin, Kaukura Tepaki, Alice Heather, Ken Havill, Kent Dadson, Linda Palavi, Trevor Crosby, John Davy, Margot Young, Nicola Green, Tracey Watkinson, Rick Leaf.

**Staff Present:** Ivan Davis.

**Minutes:** Christine Goodes

**Apologies:** Clare Goddard, Nikki will be late.

**Facilitator:** David Peirse

**Declaration of Interests:** Nil

**Strategic Discussion:**

Ken asked for departure from the published Agenda to talk about and provide information on the proposed replacement building programme.

- Ken talked to the tabled documents prepared by the Project Manager and Architects: Proposed Concept Site Plan, Programme and Budgets, which had been discussed at a meeting this morning with Auckland Ministry of Education property staff.
- It is proposed that B, D, E & F blocks are demolished. Several blocks will remain bringing about constraints with future planning of new blocks.
- There will be 72 classrooms compared with the 55 current classrooms. This has come about because of projected roll growth and the replacement of prefabs.
- Ken talked to the timelines and proposed construction and said the board needed to think deeply about the impact on the staff and students.
- The Auckland property staff would prepare over the next 3 weeks a case to go to national property managers in Wellington for a decision. If approved by the Ministry in Wellington, then approval would need to be sought from the Minister of Education and then Cabinet.
- Gordon acknowledged all the hours that had been worked to get the project to this stage.
- Gordon suggested that the board let the staff, students and community paint a picture of their vision and then the board get in behind this.
- Trevor said that when completed the number of classrooms will still be tight when looking at the projected demographics of the home zone.
- Tracey asked where all this sat in relation to the Rumaki. Ken replied that the Rumaki has to say what it wants and now is the time to be saying it.
- Ken said that this was only the initial stage and once the concept was approved then everyone would be consulted. Nothing was set in concrete.
- Alice suggested a meeting with the Rumaki Whanau and the Property Committee.

The board received the report on the Proposed Concept Site Plan, Programme and Budgets prepared by the Project Manager and Architects and outlined today to the Ministry.

## Welcome:

- Chris Selwyn welcomed Rick Leaf to the meeting.
- Te Hira Henderson has now stood down as the Rumaki Representative.

The board resolved to co-opt Rick Leaf as the new Rumaki Representative until the triennial elections in 2013.

Tracey Watkinson / Alice Heather

carried

## Strategic Discussion:

Board Delegation of Authority for Impending Major Capital Expenditure.

Resolution: That the Board further determine an appropriate expenditure ceiling for delegation to the board committees. Moved Gordon Ikin.

- Gordon asked for a limit. Discussion ensued.
- Once we get the go ahead from the Ministry a special board meeting will be called with regard to the Major Capital Expenditure.

It was resolved that any expenditure above total approved budget to be brought back to the full board for approval. Electronic vote acceptable.

David Peirse / Tracey Watkinson

carried

7.30pm: Break

Ken tabled the Te Reo Maori at King's College report asked for a departure from the published Agenda to replace the Core Status for Te Reo Maori discussion until the next board meeting to allow for an ICT Report.

## Strategic Discussion:

- Ken talked to the tabled ICT Report.
- An unexpected development is that fibre-to-the-door will be installed at WSC during the holidays. We are on the threshold of the fast, efficient internet service our teachers have been calling for.
- A consequence is that our data usage fees will increase from \$8,000 to \$32,000p.a.
- The proposal is that we charge a per student levy of \$15.00 for the rest of 2011. This will increase to \$35.00 (or approximately \$1.00 a week) per student from next year.
- The board asked questions that Ken could not answer so he decided to seek answers to the board's questions and take them back to the Finance Committee via email. **(Task 1)**

[Added note: queries answered as requested, and noted that expenditure was within approved budget for 2011. The suggested levy would not now proceed.]

The ICT Report was received.

### **Monitoring:**

Resolution: That the Board confirms the completion of the 1<sup>st</sup> June MOE roll return.

Ken Havill / Trevor Crosby

Carried

Discipline – Ken

- Ken reported that we have had 3 meetings since the last board meeting on 16<sup>th</sup> May.  
1 junior student (assault) reinstated with conditions.  
1 student went back to the board for reconsideration and was given another chance.  
1 student was excluded.
- There are two more meetings tomorrow.

The verbal Discipline Report was received.

Ken Havill / Gordon Ikin

carried

### **Identifying Agenda Items for Next Meeting:**

- Core Status for Te Reo Maori
- Policy (Finance & Complaints)
- Mid Term Election
- Student Council Report
- Property Update

### **Administration:**

- Ken apologized for not completing two of his tasks on the Task List i.e. letter to be written to the person requesting investigation into introducing a school uniform and typing up the Property Minutes. He will have these done by next meeting. **(Task 2)**

Margot asked for the Minutes of the Last Meeting to be approved.

Margot Young / Gordon Ikin

carried

### **Correspondence:**

No.8 Trevor confirmed that BDO has completed the Audit and our financial statement went into the Ministry on time.

David asked for the Inwards and Outwards Correspondence to be accepted.

Trevor Crosby / Margot Young

carried

David asked for approval of all written reports i.e. Finance Committee Minutes for May 4 & May 25, Financial Statements for April & May. PAG minutes for May & June, TAPAC minutes for May, Policy Minutes for June and the Principal's Report.

Kaukura Tepaki / Tracey Watkinson carried

In the Principal's Report under Property Developments, Trevor asked that Ken delete his name (Trevor's) as attending the meeting on 3.6.2011 with the Ministry. He was not present. **(Task 3)**

**Meeting Closure:**

Po Fiafia Night Thursday 14<sup>th</sup> July at 6pm

PAG Quiz Night 19<sup>th</sup> August

8.30pm: Trevor asked that the meeting go into committee to protect the privacy of individuals. As a member of the public, Ivan Davis left the meeting.

Trevor Crosby / Tracey Watkinson carried

8.34pm: The matter being dealt with satisfactorily, Trevor asked the meeting go out of committee.

Trevor Crosby / Tracey Watkinson carried

**Next Meeting :** 8<sup>th</sup> August

**Facilitator:** Tracey Watkinson

**Meeting Finished:** 8.35pm

## Task List

No.	Task	Responsibility	Time Frame
1.	Discussion on charging of data usage to the students.	Finance Committee	Next board meeting
2.	Two of Ken's tasks from last meeting need to be completed.	Ken	ASAP
3.	Take Trevor's name out of minutes of a meeting held with the Ministry noted in Principal's Report. He was not there.	Ken	Next board meeting