Western Springs College Board of Trustees Meeting held in the A2 (Learning Support) at 6pm on Monday 30th July, 2012

Present: Gordon Ikin, Kent Dadson, Ken Havill, James Watkinson, Rick Leaf, Hannah Clarke, Clare Goddard, John Davy, Trevor Crosby, Gilbert Wong, Simon Penlington, Alice Heather, Rob Coltman, Kaukura Tepaki, Bryony West, Christine Goodes (Secretary), Julie Senescall (HOD Learning Support).

Apologies: Bryony West will be late (6.15pm)

Facilitator: Simon Penlington

Declaration of Interests: Nil

| ITEM | ACTION |
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| Co-option: | |
| Simon welcomed Rob Coltman to the meeting. | |
| Resolution: That Rob Coltman is co-opted onto the WSC Board of Trustees. Gordon Ikin/Clare Goddard carried | |
| Gordon advised the Board of Rob's background. | |
| Monitoring: | |
| Curriculum Presentation – Learning Support Dept (Julie Senescall) | |
| Julie spoke to her tabled report. | |
| Over the last couple of years there has been a trend toward students | |
| enrolling with Autistic Spectrum Disorder (ASD). | |
| Some parents have deliberately moved into zone because WSC is | |
| being recommended by GSE and other providers of support. | |
| ORS funded students supported by A2 were recognised as having the | |
| following disabilities: Physically disabled, Intellectual Disability, Deaf | |
| and Autistic Spectrum Disorder | |
| Support for students in Learning Support is individualised and based on need. | |
| Students follow the school curriculum as much as possible, however | |
| some students have benefited from differentiation within their programme. | |
| A2 teaching staff continue to promote inclusion. | |
| Although Teacher Aide hours has increased as a result of increased | |
| numbers of students, Learning Support is struggling to meet student | |
| needs. | |
| Gordon said that the board should think about taking steps to | |
| increase funding because more students will be coming. | |
| It was suggested that dialogue should be opened with Nikki Kaye | |

| (MP) with regard to this subject. | |
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| Simon thanked Julie for attending the meeting. | |
| Strategic Discussion: | |
| Master Plan | |
| The master planning document has been received. | |
| Peter Davidson will meet with the Property Committee on Thursday | |
| 2 nd August at 5.30pm to discuss this. | |
| Peter will then attend a special board meeting on Wednesday 8th | |
| August at 6pm to present the Master Plan to the Board of Trustees. | |
| This special meeting triggers subsequent meetings with the staff, | |
| parents etc. | |
| A public meeting has been scheduled for Thursday 23rd August, | |
| 7.30pm, in the Library. | |
| Colleen Tebbutt from the Ministry has requested that the BOT | |
| provide confirmation by the end of August as to whether it does or | |
| does not support the masterplan, so as to allow her time to prepare | |
| her report to Head Office in Wellington. | |
| It would be beneficial if Peter presented to the whanau and James | |
| will liaise on this. | James to organise |
| Ken Havill (Principal) concerning master planning outcomes. Gordon Ikin / Gilbert Wong carried | |
| Master Plan | |
| Ken disclosed that Peter Davidson said that the Ministry has said that | |
| WSC "has to have" Pt Chevalier Kindergarten. Discussion ensued. | |
| We need to know what we would be giving up. We need to know our | |
| legal rights. Rob Coltman will investigate our legal rights. | Rob to investigate |
| If we were to accommodate, Peter is to be asked what the sacrifice | |
| would be. The board needs to look closely at the Master Plan. | |
| This discussion is to be brought back to the next board meeting for a | |
| decision. | |
| Resolution: | |
| That the Board determines a process for deciding its response to the | |
| Ministry of Education's request that WSC accommodate the transfer of Pt | |
| Chevalier Kindergarten to the college site. | |
| Simon Penlington / Ken Havill carried | |
| 7.15pm: Break | |
| , Lopini Dicun | |
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Strategic Discussion: School Rebuild - Communication Plan Gilbert said there was a need to work out a strategy for communication. Ken said there was a process that was being worked through of Vision, Pedagogy, Design. The Teacher only Day on August 20th has been put aside to bring this all together. Students needed to be communicated with in regard to the progress on the rebuild. Bryony would like to see a hard copy of the newsletter in staff pigeon holes so that discussions on progress could be entered into with students at form class time. **Communications Task** Ken suggested forming a task group to lead the communications Group to meet strategy until the school rebuild was completed. This group is to comprise of Gilbert, Ken, Gordon, Kent and Hannah. A date for this first meeting has now been confirmed as 8th August after the special board meeting arranged for Peter to present the Master Plan. **Resolution:** That the Board consider the need for a comprehensive communications plan to inform and engage with the range of stakeholder communities concerning the redevelopment of the school. Gilbert Wong / Hannah Clarke carried **Policy Review:** Crisis Management and Procedures **Resolution:** That the draft Crisis Management Policy be ratified. Alice Heather / Simon Penlington carried Monitoring: 8.10pm: Simon Penlington moved that the meeting move into committee to protect the privacy of individuals. Simon Penlington / Gilbert Wong carried 8.20pm: The matter having been dealt with satisfactorily, Simon moved that the meeting move out of committee. Simon Penlington / Gilbert Wong carried Simon acknowledged the death on Saturday morning of a student from WSC. Ken outlined the process that had taken place at the school over the weekend to deal with this. Gordon informed the board that the WSC Development Trust now

has charitable status. Ken and Gordon are both trustees due to their

| positions as Pri | ncipal and Chair respectively. The first additional | |
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| • | n appointed – he is Al Monro, a parent with a | |
| | .T. and business. The development trust proposes to | |
| - | trustees in the near future. | |
| орронно на на | | |
| Identifying Agenda Iter | ns for Next Meeting: | |
| Co-governance | strategic plan – group presentation. | James to organise |
| International D | epartment presentation – Joanne Qaio. | |
| Administration: | | |
| Confirmation of Minute | es | |
| Resolution: | | |
| That the minutes of the | e previous meeting be confirmed. | |
| Clare Go | oddard / Trevor Crosby carried | |
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| Correspondence | | |
| | out a letter of interest to trustees re an elephant being | |
| buried on site. | | |
| Gordon commented on Thea Kilian's Waste Minimisation Project | | Gordon to write a letter |
| Interim Report. He said Thea had worked very hard on the | | to Thea on behalf of |
| application for | funding and after securing this, the implementation of | BOT acknowledging her |
| the project. | | work. |
| Thea was now a | applying for funding for a short film to be made about | |
| the Waste Mini | misation Project. | |
| Resolution: | | |
| | rmal congratulations be sent to Thea Kilian from the | |
| Board. | | |
| | n Ikin / Hannah Clarke carried | |
| Gordon asked i | f the Finance Committee was concerned about the | |
| drop in interna | tional students in regard to funds. | |
| Ken said the \$47,000 shortfall is based on planned income and the | | |
| | be covered by savings in another area. | |
| Resolution: | | |
| | proval of all written reports and the correspondence | |
| to be accepted. | , | |
| | Penlington / Trevor Crosby carried | |
| Wrap-up: | | Ratified: 17/09/2012 |
| Next meeting: | 17 th September, 2012 @ 6pm | Signed: |
| Facilitator: | James Watkinson | 2.9 |
| Meeting closed: | 9.05pm | |
| iviceting closed. | 3.03pm | |