

**Western Springs College Board of Trustees Meeting
held in the Library at 6pm on Monday 16th September, 2013**

Present: Rob Coltman, Trevor Crosby, John Davy, Julia Dawe, Marlon Drake (new student trustee), Ken Havill, Gordon Ikin, Eddie Liu, John Loof, Simon Penlington, Chris Selwyn, James Watkinson, Gilbert Wong, Bryony West, Te Kawehau Hoskins, Stephen May, Jan McCartney.

Others: Ivan Davis (Deputy Principal), Christine Goodes (Secretary), Kay Wallace (Careers Presentation), Mel Webber.

Apologies: Carla Houkamau, Ka'u Tepaki, Isabella Lenihan-Ikin (new student rep trustee), John Loof will be 10 minutes late.

Facilitator: Bryony West

Declaration of Interests: Nil

ITEM	ACTION
<p>Marlon was introduced to the meeting as one of the two new student representatives.</p> <p>Monitoring</p> <p>Presentation: Careers Department (Kay Wallace)</p> <ul style="list-style-type: none"> • Kay talked to her tabled report. • WSC has a whole school approach to careers education with students self-managing their own career development. • Kay went over the various conduits of the careers education programme. • Yr 9 focused on general goals. Year 10 explored jobs, courses and training using a computer programme called Dreamcatcher. Yr 11 attended Careers Expo. Yr 12 and Yr 13 broaden thinking, refined choices and took action with the aid of Work Choice days and Career Voyage NZ. Yr 13 students had individual interviews with HOD Careers, visited tertiary institutions and received guidance from Yr 13 Academic Director. • Dreamcatcher training provided for all careers staff, some SMT and pastoral deans was well attended. • Kay answered the trustees' questions then Bryony thanked her for attending the meeting. 	

<p>Strategic Decision</p> <p>Auckland Secondary School Centre Review:</p> <ul style="list-style-type: none"> • Trevor and Ivan orally reported on their visit to Wellington with Sharon Fernee. This Activity Centre Consultation Day was very informative. • The Ministry was looking for consistency in the centres. • It became apparent from the meeting that there should be more centres in the Auckland Area. <p>Resolution:</p> <p>“That the WSC Board confirm the changes to the governance and management functions outlined in the Principal’s Report.”</p> <p style="text-align: center;">Ken Havill / Gordon Ikin carried</p>	
<p>Strategic Decision</p> <p>Policy Development</p> <ul style="list-style-type: none"> • Ken reported that an old Theft Policy that had been absorbed into the Safe School Policy now needs to be reinstated • There is also a need for procedures to be developed and these will be forwarded to the board of trustees when ready. • Discussion ensued around numerous recent thefts. • Jan suggested branding the school as an honest school. There should be mention of “receiving” in the policy. • Ken paid a public tribute to Chris Selwyn and Ivan Davis for their long hours of work in the recent theft cases. • The tabled policy is to be reviewed in 6 months time when it can be reported back on prevention strategies. <p>Resolution:</p> <p>“That the WSC Board ratify the Theft Policy.”</p> <p style="text-align: center;">Ken Havill / Trevor Crosby carried</p>	<p>Procedures for Theft Policy to be sent to Trustees</p>
<p>7.20: Break</p>	
<p>Strategic Discussion</p> <p>New School: Seismic Strengthening Report (Paul Styles)</p> <ul style="list-style-type: none"> • Ken talked to his tabled Property Report and seismic strengthening. • Paul Styles is recommending an audit of the buildings to check the securing of heavy equipment and furniture throughout the College. 	

- Currently all College buildings are able to be occupied until 30 August 2014 when the consent expires for Building A (Admin), L (Library) and N (Gym). He would like to see all consents up to date. When the programme of works for the New School is known, an application under the Building Act could be raised and hopefully Council would see fit to extend all building lives to a common date, subject to updated reports from the structural engineers.
- Gordon wants the school to be safe and also spoke of his concerns for water discharge consent taking a long time.

Resolution:

“That the WSC Board receive the seismic strengthening report submitted by Paul Styles.”

Ken Havill / Gilbert Wong carried

- James reported orally on his meeting with Alison Thom in regard to the co-governance model in order to resolve issues pertaining to planning for the proposed new school. Alison Thom from the Ministry will come back to us within two weeks.
- Rob Coltman and Ken Havill attended the PAG meeting on September 6. The PAG was brought up to date on the new build.

Strategic Discussion

Professional Development Report

- Ken asked if there were any questions in regard to Shaun Hawthorne’s tabled report.
- WSC encourages its teachers to take responsibility for their own professional development.
- Jan endorsed that there needs to be a good budget for teachers’ professional development.
- The board looks forward to more regular PD reports.

Resolution:

“That the WSC Board receive the Professional Development report.”

Ken Havill / Trevor Crosby carried

Monitoring

Ivan Davis brought the board up to date with discipline issues.

As this was the last meeting to be attended by Julia Dawe and Eddie Liu, Bryony thanked them for their contribution as student representatives on the board of trustees.

Gordon said the board really valued their input.

Wrap-up:

Facilitator of next meeting – Rob Coltman

Next Meeting – 21st October at 6pm, to be held in the WSC Library

Meeting finished 8.45pm

**Ratified:
21/10/2013
Signature:**