Western Springs College Board of Trustees Meeting held in the Library at 6pm on Monday 10th February, 2014

Present: Rob Coltman, Trevor Crosby, John Davy, Isabella Lenihan-Ikin, Marlon Drake, Ken Havill, John Loof, Simon Penlington, Chris Selwyn, James Watkinson, Mel Webber, Jan McCartney, Gordon Ikin, Gilbert Wong.

Others: Ivan Davis (Deputy Principal), Christine Goodes (Secretary), Belinda Develter (English Department presentation).

Apologies: Ka'u Tepaki, Te Kawehau Hoskins, Stephen May,

Facilitator: Gordon Ikin

Declaration of Interests: Nil

ITEM	ACTION
Appointing of a Chairperson	
 Gordon called for nominations. 	
 Gilbert nominated Rob Coltman. There being no further 	
nominations Rob Coltman was elected Chairperson.	
Resolution:	
That Rob Coltman be elected Chairperson of the Board of Trustees, Western Springs College, for 2014.	
Gilbert Wong / Trevor Crosby carried	
Committee membership for 2014 was then confirmed.	
Monitoring	
Presentation: English Department (Belinda Develter)	
 Gordon welcomed Belinda to the meeting. Belinda talked to h tabled report 	er
 In Year 13 the English Department need to ensure students have 	/A
the literacy credits they need for entrance to university while	
also offering a more academic course for students who might	
attempt Scholarship English/continue their study of English into	
university. The solution in year 13 is to offer two programmes;	
'Balanced' course and a more challenging 'Literature' course.	
The retention of students in Year 13 English is evidence of the	
outstanding teaching and learning that happens in the	

department.

- The key focus from 2011 onwards has been on adapting the programmes and resources in response to the alignment of NCEA with the NZ Curriculum.
- Another key focus in English is on differentiating the programmes to cater for the wide range of ability levels in the classes.
- A further focus is to strengthen the links with the teachers of Te Reo Pakeha in the Rumaki in order to ensure the best possible outcomes for Rumaki students.
- Pasifika and Maori Mainstream achievement is consistently on the radar in the English department.
- The English department believe that the school needs a literacy coordinator in order to encourage school-wide responsibility for literacy.
- Overall, the English department see themselves as innovative, responsive, forward-thinking, creative and original. This is reflected in the results which are consistently well above national averages.

Gordon thanked Belinda for her presentation.

6.30: Rob Coltman arrived.

6.40: Chris Selwyn arrived.

Strategic Discussion and Decision Strategic Plan & Annual Plan

- Ken talked to the tabled Strategic Plan and Annual Plan.
- Existing format is to be retained.
- One new Goal (Goal 3) has been added and other Goals have been rounded out.
- Trevor commented that our Annual Plan was far more comprehensive than some other schools.
- Goal 1 Simon questioned targets. The Goal should be to achieve Excellence. It was agreed for Ken and the staff to revisit the targets.
- The board would like teachers to be encouraged to keep improving grades/goals.
- James wanted us to celebrate our good results.
- Cultural and sporting achievements were missing. This to be revisited.
- John Loof said we need to get our achievements out into the community more.

- Ken said this is being addressed in a Branding exercise.
- Goal 5 Jan talked about the need for noting a date for the school new build completion as 2017, a target relating to cabinet approval of new build budget by May/June and if not met take other initiatives. Master plan which has the unified support of the school community target should be noted as May/June.

Work to be done on draft Strategic Plan

 Invite Rob into staffroom to say a few words of acknowledgement about 2013 results

Invitation

Resolution:

That the Draft WSC Strategic and Annual Plans be ratified.

This resolution to be done electronically when changes have been completed.

Resolution to be completed electronically

7.50 pm: Break

Strategic Discussion & Decision Process for Deputy Principal Appointments

- Discussion around who would be on the panel. It was decided that the panel would comprise Ken, Mel, Isabella, Ruth, Ivan and Chris from the school, James, Trevor, Jan and Rob from the board. Ken recommended employing Ron Scott as an advisor.
- 9am start on Saturday 15th February. CVs to be with the panel by Wednesday night.

Resolution:

 That an Appointment Committee comprising James Watkinson, Trevor Crosby, Jan McCartney and Rob Coltman from the board and Ken Havill, Mel Webber, Isabella Lenihan-Ikin, Ruth Roberts, Ivan Davis and Chris Selwyn from the school be constituted to determine a process for the appointment of the two vacant DP positions and appoint them.

Rob Coltman / Gordon Ikin

carried

That the Appointment Committee be authorised to engage the services of a board advisor to assist with facilitation of the appointment process.

	Gordon Ikin / Gilbert Wong	carried
•	The Appointment committee is to be	email the DP package
	tomorrow.	
Monit	oring	
Discip	line	
•	No new disciplines so far this year.	
•	In November 2013 a student was expe	elled. The family has
	requested a reconsideration hearing.	The date for this will be
	advised.	
•	Another suspension from late 2013 ha	as been extended so three
	clear drug tests could be provided. Th	nis student will be given
	work to do at home.	
Identi	fying Agenda Items for next meeting	
•	Health and Safety	
•	Property update on new build	
•	Budget confirmation	
•	Review makeup of committees	
•	Election	
•	Co-governance	
•	Implementation of theft policy	
Admir	nistration	
2013 i	ution: "That the board accepts the min meeting and minutes of the 1 st Decemb Jan McCartney / Gilbert Wo ution: "That the board accepts the cor	oer 2013 meeting." ong carried
	er 26 th and December 1 st 2013 meeting	-
	Trevor Crosby / Rob Coltma	n carried
Resolu	ution: "That the board accepts all write	ten and oral reports."
	John Davy / Rob Coltman	carried
Wrap- Financ	up cials should be in summary form for fu	ture mailouts.

Facilitator of next meeting – Rob Coltman	
Next PAG meeting 11 th February	
	Ratified:
New Parent's BQQ Wednesday 19 th February at 6pm	24/03/2014
	Signature:
Next Meeting – 24 th March at 6pm to be held in the WSC Library.	
Meeting finished 9.05pm	