

**Western Springs College Board of Trustees Meeting
held 27th July 2015 at 6pm in the Library**

Present:	Carol Gunn, Rich Naish, Trevor Crosby, Anna Verboeket, Mel Webber, Jan McCartney, Ken Havill, Tracey Watkinson, Rob Coltman, John Loof, Stephen May, Chris Selwyn.
Others:	Ivan Davis, Jarrod Dunn (PE Curriculum Report)
Minutes:	Christine Goodes
Apologies:	Te Kawehau Hoskins, Ka'u Tepaki, Marlon Drake, Nina Fitzgerald.
Facilitator:	Tracey Watkinson
Declaration of Interests:	Nil

No	Item	Action	Date
1	<p>Monitoring: Physical Education Department Report (Jarrod Dunn, HOD)</p> <ul style="list-style-type: none"> • Tracey welcomed Jarrod to the meeting. • The PE Department has made a big push to get the students active, make PE fun and achieve well, result wise. • An area of concern for Jarrod are the Maori and P I results being lower than European students. We have dispensed with due dates. This is great with self-managing students but not so for Maori and PI students. • The PE department were trialling a new verbal assessment model. These assessments were tape-recorded for authenticity. • Looking at using ICT in assessments along with other different ways of assessing. • The biggest challenge for the department is space. Scheduling is important. If we are to go forward we need more space. • TW asked about covering turf to make more space. Jarrod has looked at this cost and it was well over one million dollars. • Jarrod said they were looking at a privately funded centre and hoping to get a few partnerships together. • HL commented that the ministry should honour its commitment and build another gym. <p>Resolution: That the Board of Trustees receive the report of the Physical Education Department HOD. (Moved: Ken</p>		

	Havill / Tracey Watkinson - carried)		
2.	<p>Strategic Discussion:</p> <p>Combined Steering Group Report</p> <ul style="list-style-type: none"> • Carol Gunn’s work “Community Feedback on Western Springs Redevelopment” has been mailed out. This has gone to a wide range of people. • Some responses have been received. One email would like the board’s response about maintenance. • HL - thought that ultra-fast broadband was the single most important issue for parents. He received the Torque SNUP proposal for this last week. • SNUP or SNUP light. One is fixed cabling the other is wireless. • A decision by the Ministry made to go for a full SNUP. • Now applying for resourcing. \$90,000 needed plus \$15,000 for cabling. RS can meet the cabling cost. We do not have the \$18,000 for wireless at such short notice. Look at the 5YA plan. • AV to go to Torque and get a copy of internal architecture of the school and confirm technical nature of that. HL said for her to do this in conjunction with Richard. • RC - if we don't hear what we are paying for by Wednesday’s CSG meeting we will put it on the Agenda. • AV to report back to board through CSG meeting. • RC - to talk to Jerome Sheppard about signing the SNUP contract and its implications. • There is concern that full SNUP upgrade does not include all our buildings. • AV to enquire about Torque IP design plan and as appropriate speak to the SNUP dept of the Ministry about full SNUP, liaising with Richard. • HL to arrange to table the contract to be discussed at the SCG meeting on Wednesday seeking clarification and confirmation that signing this contract does not prejudice rebuild option 2, and talk about funding. • RC confirmed that Jerome has received the Community Feedback report. • HL confirmed that he has met Nikki Kaye at the Bayfield School opening and she confirmed that she has not read the report yet. • HL would like the opportunity to talk to Nikki Kay about the likely response of this community if we were offered Option 3. • HL thanked CG for a superb report. • RC will ask at Wednesday’s CSG meeting when decision day will be. • RN thought the options would go to the August Cabinet meeting with an announcement around September. • Discussion ensued around necessary maintenance. • CG will answer email received about maintenance after Wednesday’s meeting. 	<p>CG</p> <p>AV</p> <p>RC</p> <p>AV</p> <p>RC</p> <p>AV</p> <p>HL</p> <p>RC</p> <p>CG</p>	

	<p>Resolution: That the board articulate its deferred maintenance needs and review a scope of works for responsive maintenance and refurbishment of existing buildings. (Moved Tracey Watkinson / Rob Coltman - carried)</p> <p>Resolution: That board representatives meet with Regional Facilities Auckland representatives. (Moved Tracey Watkinson / Rob Coltman - carried)</p> <p>Resolution: That the Board of Trustees receive a report from the WSC Combined Steering Group representatives concerning developments since the last board meeting (22/6) and since the June public meeting (24/6). (Moved Rob Coltman / Trevor Crosby - carried)</p> <ul style="list-style-type: none"> • Paul Styles to be asked to come back in and review what he has already done to provide advice on scope of works for deferred / responsive maintenance. • Decision to go through the CSG and Property Committee. 	HL	
	7.50pm Break		
3.	<p>Strategic Discussion Nga Puna o Waiorea Resourcing Issues - Tracey Watkinson</p> <ul style="list-style-type: none"> • Rumaki has completed 2 days PD. • At this PD Anne Milne, who has been through three Section 156 applications spoke. • We have missed the deadline for the Section 156 application for resourcing. • We will work on the application over the next 6 months but will need help which we request comes from Anne and Lisa who facilitated our PD in contracted hours. • TW asked for support from the BOT in terms of funding these contractor hours – due to our already very full workloads. • The document has already been started but the Rumaki and Whanau would like to see it completed by October to share with the BOT prior to the end of the year. • James Watkinson has been communicating directly with Kevin Emery and we are likely to hear back on progress from the alternative pathway in the next 4 to 6 weeks. • SN and TW will meet with Ken regarding a proposed budget for the above work. • Board can pass electronically if need be. • HL looking at a second community newsletter letterbox drop. The ERO report and innovation funding should be highlighted here. The executive summary could also go in here. 	SN / TW / HL	

	<ul style="list-style-type: none"> Communities of schools - SMT visiting Carolyn Marino next week. <p>Resolution: That the Board of Trustees receive an update of recent developments concerning the kura's resourcing issues. Moved Tracey Watkinson / Rob Coltman - carried</p>	SMT	7/7/15
4.	<p>Strategic Discussion In-Committee Report <i>That the Board of Trustees go into committee to receive a confidential progress report and to protect the privacy of individuals. (Moved Ken Havill / Tracey Watkinson - carried)</i></p> <p><i>The matter having been dealt with satisfactorily, Ken Havill asked the meeting to go out of committee. (Moved Ken Havill / Tracey Watkinson - carried)</i></p>		
5.	<p>Monitoring:</p> <p>Finance</p> <ul style="list-style-type: none"> There will be a Finance meeting tomorrow at 5.30pm. <p>Health & Safety</p> <ul style="list-style-type: none"> Minutes tabled. <p>Discipline</p> <ul style="list-style-type: none"> One discipline since last BOT meeting. Student reinstated and placed on the drug testing database. 		
6.	<p>Identifying Agenda Items for Next Meeting: Response to Carol Gunn's query on how the board is to respond to the three ERO Report recommendations.</p> <p>For student wellbeing - use QSD incorporating NZCER Survey. Adapt accordingly. Carol would like to be involved in this survey process. TW is on the Health and Safety committee and is interested as well.</p> <ul style="list-style-type: none"> Convene a meeting in the next two or three weeks. Carol would like some background QSD and NZCER surveys sent to her. <p>Next meeting is the last meeting for our current Student Representatives on the board.</p> <p>HL asked for the Personnel Committee to be convened. Thursday 30th at 9am. TW, RC and SM will attend.</p>	GS / HL	17/8/15

7.	<p>Administration: Confirmation of Minutes.</p> <p>That the minutes of the previous BOT meeting be approved. (Moved: Tracey Watkinson / Rob Coltman - carried)</p> <p>That all tabled minutes; Finance, TAPAC, Combined Steering Group, Health and Safety be approved. (Moved: Tracey Watkinson / Rob Coltman - carried)</p>		
8.	<p>Wrap-up</p> <ul style="list-style-type: none"> • Verbal PAG report by Carol Gunn, • Next facilitator for BOT meeting - Stephen May. • Next BOT meeting, 14th September. <p>Meeting finished 9.10pm.</p>		<p>signed:</p> <p>date: 14/09/2015</p>