

Western Springs College
BOT Meeting Minutes 9 May, 2016, held in the Marae at 6pm

Present:	Rob Coltman, Trevor Crosby, Ivan Davis, Christine Goodes (minutes), Carol Gunn, Ken Havill, John Loof, Rich Naish, Chris Selwyn, Anna Verboeket, James Watkinson, Tracey Watkinson, Mel Webber, Nina Fitzgerald, Na'or Alfassi Berman, Clive Vaiula
Apologies:	Ka'u, Jan McCartney, Stephen May
Facilitator:	John Loof
Declarations of Interest:	Nil
Curriculum Presentation:	Margaret Robertson (Music)

	<p>James opened the meeting by welcoming everyone to the Marae and introducing us to Clive Vaiula who will be available for co-option, along with Rangimarie Hunia, at the next board meeting.</p> <p>John thanked James and introduced us to Margaret Robertson (HOD Music) to talk to her tabled report.</p>	
1.	<p>Monitoring: Strategic Plan Goal 1: <i>To attain the highest possible academic levels of student achievement.</i> Curriculum Presentation: Music - Margaret Robertson (HOD)</p> <ul style="list-style-type: none"> ● Margaret took an informal approach with the Board and did not go through her tabled report but asked for them to question her. ● She, and her department, were a stable team of teachers and the students benefited from the experience of this team. ● Music is offered as part of a year 9 option taster cycle; year 10 is offered as a half year course and at years 11 and 12 Music has had two classes at each level for the past few years. Year 13 numbers this year are a great success which she believes is due to staff willingness to create individual courses for students from the achievement standards available. ● The philosophy in the WSC Music department is one of involvement. Students know from their first lesson in year 9 that they are expected to “have a go” themselves and to support their peers in their “having a go” moments. ● The department staff reinforce the values of honesty, reliability, respect for the endeavours of others, respect for the property of others, sensitivity to values and beliefs that differ from our own, fairness, tolerance, aroha 	

	<p>and non-discrimination on the basis of gender, sexual orientation, culture or taste in music.</p> <ul style="list-style-type: none"> • Questions continued with John Loof finishing up by thanking Margaret for her presentation to the Board. <p>Resolution 1: That the Board of Trustees receive the Music department report. (moved John Loof/Tracey Watkinson - carried).</p>	
<p>2.</p>	<p>Announcement:</p> <ul style="list-style-type: none"> • Ken Havill addressed the meeting stating that he would be retiring at the end of this year (2016). • He began with the college in 1990 and has been Principal since 1998. He has timed his departure to ensure the budget for a new school was secured and build plans were well underway. He wanted to leave this job with the school in a really strong position and thinks we are there now. • Board Chair, John Loof said Ken Havill would leave a considerable legacy and the timing of his departure would provide for a comprehensive hand over, while enabling his input into the critical design phases for the new school. • James Watkinson acknowledged his contribution to Nga Oho. • John went through the process for a new appointment. • They would be engaging an external consultant to appoint. • John, James Trevor and Rob are to be part of a task group to help manage this. • The new appointment will be timed to start at the beginning of term four, 2016. • Anna will handle the communications. • Staff will be told at Wednesday's briefing, then students and parents. It will be put on the website and in the newsletter. Our Stakeholders and contributing schools will also be advised. 	
<p>3.</p>	<p>Strategic Decision</p> <p>Strategic Plan Goal 5: <i>To ensure that the Board-level operations are closely aligned to WSC strategic plan goals and objectives.</i></p> <p>Strategic Plan Ratification</p> <ul style="list-style-type: none"> • There was discussion around the tabled draft Strategic Plan. • Carol questioned Goal two. BOT in general were happy with the way it is. • James would like to see a translation of the Goals into Te Reo to be aligned with the English version. This was agreed. • John would like to see the Strategic Plan reviewed earlier in the year i.e. term 4, so it can then be supported by the budget. • HL commented that for the sort of strategic planning that John is talking about, reviewing needs to occur during term 2 and 3. He does support the idea. <p>Resolution 2: That the WSC Board ratify the redrafted WSC Strategic Plan, 2016 - 2018, incorporating the changes proposed at the March board</p>	

	<p>meeting and approved by the Finance Committee (moved John Loof/Trevor Crosby - carried)</p>	
4.	<p>Strategic Decision Strategic Plan Goal 3: <i>To achieve equitable status for Nga Puna O Waiorea Kura Rumaki and full co-governance status for Maori.</i> Alternative Constitution</p> <ul style="list-style-type: none"> ● John discussed our informal arrangements at present so new people coming on to the board or a new principal could see how things have worked at WSC. ● Rob Coltman explained that the WSC Board of Trustees is seeking a constitution which will reflect its co-governance policy, particularly as it relates to consensus decision-making and the co-option of trustees to secure Maori representation. ● WSC has taken advice from the Ministry concerning the process for applying to the Ministry for approval of an alternative constitution. ● The Ministry is not confronted by this. ● The Education Act allows for alternative constitutions and we are going through this process now. It will need to be gazetted. ● Our community now needs to be informed. ● There will be a communication about the alternative constitution sometime after the Ken Havill's retirement communication. ● We should not exclude a forum where questions can be asked. ● Tracey wants to see continued progress. ● In the interim work will continue on the draft constitution and the constitution group and communications group will meet to formulate a plan to inform our community. <p>Resolution 3: That the WSC Board receive the Constitution Committee's report and support further development of the draft alternative constitution. (moved John Loof / Trevor Crosby - carried unanimously)</p>	
5.	<p>Strategic Discussion Strategic Plan Goal 8: <i>To ensure that budget-setting and fund-raising is in alignment with strategic school development priorities.</i> 2016 Budget</p> <ul style="list-style-type: none"> ● Trevor reported that the Finance Committee has met and gone through the draft budget and recommends its adoption. <p>Resolution: 4 That the WSC Board approve the draft budget. (moved Trevor Crosby / Rob Coltman - carried)</p>	
6.	<p>Strategic Decision Strategic Plan Goal 7: <i>To develop and strengthen school-community alliances, partnerships and links.</i> SMTC & SHS Memorabilia</p> <p>Resolution: 5 That the WSC Board approve the transfer of all memorabilia</p>	

	<p>items dated pre-1964 to the Sir George Grey Collections at Auckland City Library. (moved Ken Havill / Trevor Crosby - carried)</p>	
	<p>Break 7.40pm</p>	
<p>7.</p>	<p>Strategic Discussion Strategic Plan Goal 6: To manage the design and construction of the new school with the intention of creating an outstanding teaching and learning environment. Project Design Group Report</p> <ul style="list-style-type: none"> ● We have written to the Ministry and endorsed the overall master plan. ● Design review will happen around 25 May. ● Need to ask Ministry what we can say to our parents at Open Week tours. ● We need to ask at the DCG meeting on Wednesday to fast track a report for us. ● For the Information Evening it is important that we have some rebuild information. ● John Loof has received another letter from TAPAC expressing concerns about their part in the new build. <p>Resolution 6: That the Board of Trustees receive the report of the WSC representatives on the Project Design Group concerning development to date in relation to the master planning process. (moved Trevor / John Loof - carried)</p>	
	<p>Monitoring: Nga Puna O Waiorea</p> <ul style="list-style-type: none"> ● James highlighted that progression of specialists facilities, as understood between Waiorea and the Ministry, have still to get some resolutions. ● Manu Korero happening soon. Board all invited. Tracey to send out information. <p>Finance</p> <ul style="list-style-type: none"> ● Finances are on track. ● Highly likely school fees will increase next year. ● International students - need to plan a space for them in the future. ● Marketing resources - yes we can resource from monies we have not spent on other projects. ● Anna would like to have a Marketing and Communications slot on the Agenda in future. ● John Davy has resigned from the Finance Committee. There may be a need to fill that gap. <p>Discipline</p> <ul style="list-style-type: none"> ● No suspensions to report. <p>Health & Safety</p>	

	<ul style="list-style-type: none"> ● Members actively engaged. ● Paula Marx to be asked to find out what is going on outside the zoo in regard to health & safety. ● Suggestion that the zoo should present to the board its Strategic Plan. <p>Principal's Report</p> <ul style="list-style-type: none"> ● Ken briefly talked to his tabled report ● Learning targets 2-5 are demanding targets setting goals that are long term. ● 2018 will be our target time for Scholarship. ● Carol to debrief with Jan about Scholarship discussion. This will be followed up at the next meeting. ● Ivan acknowledged Ken's detailed Analysis of Variance report reviewing progress in relation to the Learning Targets. <p>Resolution 7: Rob Coltman proposed that the WSC staff be congratulated on the outcome of WSC academic achievement. (moved Rob Coltman / Trevor Crosby - carried).</p> <p>Identify Agenda Items for Next Meeting:</p> <ul style="list-style-type: none"> ● First meeting of the new board - cooptions will need to be done. ● Election of Chairperson. ● Nga Puna O Waiorea ● Finance ● Discipline ● Health & Safety ● Marketing and Communications <p>Confirmation of Minutes:</p> <p>Resolution 8: That the minutes of the previous BOT meeting be approved along with the tabled reports and correspondence list. (Moved John Loof / Trevor Crosby - carried).</p> <p>Facilitator next meeting - John Loof</p>	
	<p>Meeting finished 9.30pm</p>	

Ratified: 20/06/2016

..... John Loof (Board Chair)