

Western Springs College BOT Meeting Minutes
19 June, 2017, held in Nga Oho @ 6pm

Attendees	
Ministry Officials	Julien Le Sueur, Aroha Solomon, Anuja Singh, Te Iwingaro Dunn.
E-Learning Presentation	Karen Stimson, Deb Thompson
Ivan Davis (ID)	Principal
Tracey Watkinson (TW)	Board Member
James Watkinson (JW)	Board Member
Anna Verboeket (AV)	Board Member
Carol Gunn (CG)	Board Member
Joshua Doubtfire (JD)	Student Rep
Trevor Crosby (TC)	Board Member
Rich Naish (RN)	Board Member
Rob Coltman (RC)	Board Member
Mel Webber (MW)	Staff Rep
Paul Alford (AD)	Deputy Principal
Christine Goodes	Secretary
Apologies:	Rangimarie Hunia, Ka'u Tepaki, Natalya Jones, Clive Viaula, Jan McCartney (JM), John Loof, Chris Selwyn.

1.	<p>Declaration of Interests - Nil</p> <p>TC (Chair) opened the meeting with a welcome to Ministry officials.</p> <p>MOE Presentation: Waiorea Community of Learning (COL/Kahui Ako)</p> <ul style="list-style-type: none"> • Julien Le Sueur introduced himself and others from the Ministry. • They were here to talk the board through the process which eleven local schools had entered into to see if they wanted to form a COL/Kahui Ako. There is the possibility that Kowhai Intermediate will be the twelfth school in this Kahui Ako. Kowhai was already in a COL but they can be in two if they so wished; the resourcing though is only available for one COL. 	
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	<ul style="list-style-type: none"> ● The Waiorea Kahui Ako is now at the point where it has to make some decisions and the Ministry is available to help it in any way it can. ● A Kahu Ako is a Community of Learning where a group of kura/schools come together along with their communities to raise achievement for all students and young people by sharing expertise in teaching and learning, and supporting each other ● TW was very excited about the dual pathway that WSC/NPOW was working towards. It will be a model for others to follow. ● AV asked about the vision. ● Anuja replied that we have been on a journey for one year now and have realised that we have to restart. Our schools have recently come together and are now on a dual pathway. ● AV - how will schools interact technically? ● AD - this will be discussed at Wednesday's COL meeting. ● Julien said that one COL he is aware of has all gone onto the same Student Management System (eTab). ● There is another initiative called 'the data share initiative' being developed at the moment. Data will go into a central integrated platform which everyone will be able to access. ● The Ministry has made itself available to come back to the board whenever the board needs them. ● Trevor thanked the Ministry for coming to the meeting. 	
2	<p>E-Learning Strategy Presentation (Karen Stimson & Deb Thompson)</p> <ul style="list-style-type: none"> ● KS & DT opened by explaining to the board what e-learning looks like at WSC and referred them to the presentation document here . ● WSC wants to see blended learning in action. They will use technology where it will add value. E-learning is learning that is supported by, or facilitated by, access to information and communication technology (ICT). ● WSC is creating a flexible learning space (MW would like us to refer to new building as FLS rather than ILE). ILE itself is an innovative environment that is capable of evolving and adapting as educational practices evolve and change. ● We want to develop e-learning as part of an ILE environment ● An outside consultant from CLA (Clive, from Connected Learning Advisors) has met with the e-learning team and connections have been made with other outside experts. They have begun reviewing the action plan and forming an e-learning strategy. ● The consultant will come back in two weeks to observe their progress and look at the five strands of the E-Learning Planning Framework. ● RN mentioned that Jasmax has been employed as a consultant to advise on the use of the FF & E and ICT component of the rebuild and this should be taken into consideration. ● We have a process about to start to look at the purchase of ICT equipment and infrastructure. ● A design group should be put together for the FF & E Project (lead by Jasmax) and one of the e-learning team should be in this group. Also the group should include Jasmax, Richard Taylor (WSC ICT Manager) with input from CLA consultant (Clive) and Rich Naish. Jasmax (Melody) will consult on the membership of this group. 	

	<ul style="list-style-type: none"> The ICT Policy should be updated with a note to look at equity. <p>Trevor thanked KS and DT for their presentation.</p> <p>Action 1: DS to coordinate the people to be in a design control group and ensure that a representative from the e-learning team, Richard Taylor and Clive are asked to join that group to contribute to discussions for coordination of pedagogy and ILE.</p> <p>Action 2: By the August board meeting the board would like to hear back from the team as to when they can deliver a plan.</p> <ul style="list-style-type: none"> The board needs to understand the strategy, the different components and the timetable. What is the status. This could be presented through the principal report. TW asked that the plan be brought back to the board and she referred to Goal Two of our Strategic Plan “<i>To provide excellent teaching across all curriculum areas</i>”. The board needs to make sure we are delivering on this. <p>Action 3: Establish what we can put in place to ensure the most appropriate level of getting robust data.</p> <ul style="list-style-type: none"> TW - from a staff perspective there are conversations happening about governance and operational matters. The boundaries are getting blurred. <p>Action 4: Make a time to talk about governance and operational matters along with boundaries.</p> <ul style="list-style-type: none"> RC has found tonight’s presentation very helpful and thinks there is a need for this to be shared with parents. Parents need to know how the teaching is going to be in the new spaces. They need reassurance. There is a comms task here. JD says there needs to be more communication with parents and students. We need to tell parents how we teach students. <p>Action 5: Comms to parents and students about this model.</p>	<p>Action</p> <p>Action</p> <p>Action</p> <p>Action</p> <p>Action</p>
7.55	Meal Break	
	<p>Action Items From Previous Meeting: Co governance</p> <ul style="list-style-type: none"> The co-governance committee and Ray Webb have met to progress the constitution framework. The committee is a month behind and will report back on the consultation around the new constitution at the August board meeting. The 1 August date that would allow this to go to the Minister prior to the election will not be met. Funding will roll over and this has been confirmed until the end of 2019. <p>Admin review:</p> <ul style="list-style-type: none"> DS to send out an email to all parties involved. This to include both mainstream and Waiorea. JM would like to know when the review will be available. DS to find this out and let the board know. 	<p>Action</p>

	<ul style="list-style-type: none"> ● AV assumes the review will cover finances as well. <p>Sub-committees:</p> <ul style="list-style-type: none"> ● CG to populate a Google Doc so trustees can add their name to the sub-committee of their choice. 	Action
4	<p>Auckland Council/WSC Partnership Proposal.</p> <ul style="list-style-type: none"> ● The board talked to the two resolutions on the table. ● Property had met on 6 June, and RN confirmed that in the tabled draft MOU all 12 points in section 2.4 on “Issues to be resolved” were those identified at this meeting as needing to be resolved from WSC/NPOW’s perspective. ● AV - we need clear agreement that operational costs of the gyms is top of the list for discussion. At the special finance meeting on 14 June we decided that we would ask Auckland Council to fund up to \$50K to engage an independent consultant for a study of operating costs on behalf of WSC as there is a need for independent review of the operating costs. TC said the indicative costs provided in the Feasibility Study confused Ministry costs and school operational costs, and assumed all income from hiring would go to Auckland Council. ● JW asked what are our WSC/NPOW drivers in terms of our gym spaces, and including other in depth detail for consideration? As agreed at the special finance meeting, which was held post the property meeting in Ivan’s office, a WSC/NPOW independent in-house due diligence process be engaged supporting BOT high level decision making. That considerations seeking an independent consultant to conduct this report be discussed. That engagement and negotiations with Council be considered with reference to covering the independent consultant costs. ● MW - we need to investigate the running costs. ● MOU needs to say that we request funding from AC up to 50K to have an independent review. ● JM to be asked to put some words together to be inserted at 3.2 of MOU for an independent consultant/review to give WSC/NPOW’s point of view first and foremost. ● JM to to be asked to redraft the resolution. <p>Resolution 1: That JM redraft the resolutions from the special finance committee as the wording for 3.2 in the Memorandum of Understanding to help inform an independent review for WSC/ NPOW. (passed by consensus)</p> <ul style="list-style-type: none"> ● This to be circulated to board for electronic approval. ● If, after JM has redrafted, and JM and RC are comfortable with rewording, then we will proceed with signing the MOU. John Loof to sign this. <p>Resolution 2: That the combined finance & property committee, be tasked with exploring implications of going ahead with the AC MOU. (passed by consensus)</p> <p>Resolution 3: That the board meet in July to discuss the relative priorities of board-funded</p>	<p>Action</p> <p>Action</p> <p>Action</p>

	<p>expenditure for identified priorities. (passed by consensus)</p> <ul style="list-style-type: none"> • First Monday in the July school holidays suggested for this meeting. • Information on the current distribution of board funds on priorities to be collated for this meeting to help inform strategic priorities, so considered decisions can be made for this school. 	
5	<p>Principal's Report: (Taken as read)</p> <ul style="list-style-type: none"> • A meeting to be arranged for 6pm to be held at Nga Oho, Monday 3 July, to discuss the rationale around the new website. CG to invite Paula and Richard as well as board members. 	Action
6	<p>Monitoring:</p> <p>Discipline</p> <ul style="list-style-type: none"> • One meeting since the last meeting. Student was excluded and has now been enrolled at another school. <p>Health & Safety</p> <ul style="list-style-type: none"> • DS was impressed with the comprehensive Incident & Hazard report. <p>Budget</p> <ul style="list-style-type: none"> • Trevor debriefed the board on audited 2016 Annual Report. <p>Student</p> <ul style="list-style-type: none"> • JD - A good time was had by all at the Ball. <p>Nga Puna o Waiorea</p> <ul style="list-style-type: none"> • Maori TV are helping out with fundraising for the Poland trip. They are doing a series of interviews with students and staff which will be shown on Maori TV. • Very successful Manu Korero results • Stephen May has started his research at Waiorea. 	
7	<p>Administration:</p> <p>Resolution: That the minutes of the previous BOT meeting be approved (to include JM's changes) along with the tabled/verbal reports and minutes. (Trevor / Tracey - carried)</p> <p>Resolution: That the inwards and outwards correspondence as tabled be accepted. (Trevor / Tracey - carried)</p> <p>Next meeting 10 July (extra meeting) 6pm in Nga Oho.</p> <p>Meeting finished 10pm</p>	

Ratified: 7 August 2017

Chair: Trevor Crosby