

**Western Springs College Board of Trustees Meeting
Held at 6pm, 18th May, 2009 in the staffroom**

1. Present / Apologies

Present: Robin Arthur, Taima Campbell, Robyn Curry, Paul Edmond, Alice Heather, Trevor Crosby, Rose Philpott, Marianne Wilson, Tracey Watkinson, Heather Dikstaal, Ken Havill, David Peirse, Kaukura Tepaki (will be late),

WSC Staff Present: Liz Samy

Minutes: Christine Goodes

Apologies: Nil

Declaration of Interests: Nil

Facilitator: Alice Heather

Alice welcomed Liz Samy to the meeting.

2. Monitoring

Curriculum Area Presentation: Accounting and Business (Liz Samy)

- Liz talked to her tabled report.
- NCEA Level 1 Accounting and NCEA Level 2 Accounting results for 2008 were pleasing. NCEA Level 3 Accounting did not achieve as many Excellences as staff felt they should but the number of Merits in 4 out of the 5 Standards compared to the previous year, and the number of students not achieving, decreased in 4 out of 5 Standards as well.
- In NCEA Level 1 Economics staff were pleased with the results and in NCEA Level 3 Economics staff were very pleased with the percentage of students achieving at a Merit and Excellence level.
- Liz continued going through her report.
- Liz wished for more computer access to teach subjects like MYOB.

Alice thanked Liz Samy for attending the meeting.

3. Strategic Decisions – Nil

4. Strategic Discussions

- Ken tabled his draft Principal's Annual Report 2008 finished up to, and including, Property Management.
- Discussion ensued around NCEA results with Trevor tabling graphs he has produced to indicate WSC success.

- Taima wanted results portrayed in a way that the community would understand.

6.50: Kaukura arrived.

- Ken to take out the words “poorly performing” on page 5 and page 11 of his Annual Report. **(task 1)**
- Kaukura would like information on page 14 under Gateway to reflect the current year. **(task 2)**

Alice asked for approval of the draft Principal’s Annual Report for 2008.

Alice Heather / Tracey Watkinson

Carried

- Discussion took place about how to promote our successful results.

Trustees discussed whether the WSC 2008 results should be promoted in 2009 by literature:

1. Naming local area schools or
2. Taking an aggregate of local area schools or
3. All Auckland schools.

Option 1 preferred on the following vote: 1 against, 1 abstention, 11 in favour

- Further discussion.

Robin Arthur proposed that the promotion of WSC results within the home zone (and for Rumaki enrolments) include appropriate NZQA comparative material naming neighbouring schools.

Put to the vote:

1 against

1 abstention

11 in favour

passed

Break

5. Monitoring (resumed)

Mainstream Maori Report (Alice Heather) deferred to next meeting

Policy (Alice Heather)

- The Staffing Management Policy was discussed.
- Ken said Maori interests were represented under the umbrella of the Treaty of Waitangi Policy. Heather agreed.
- Taima suggest a Memorandum of Understanding.
- Further discussion deferred until after trustees’ review sub-group meeting to be held in the Library on 25th May at 6pm.

Nga Manu Korero (Tracey Watkinson)

- Tracey reported a very successful event.

- There was a lot of TV coverage and there was to be an article in the Central Leader.
- Our students were in the top 10 for every event.
- Tracey thanked the board for their commitment and acknowledged Ken and WSC staff for their support.
- Ken acknowledged Tracey's acumen and enormous effort.
- Ken to write on behalf of the board to the Whanau about the Manu Korero success and will attend the next Whanau Hui to express BOT thanks. **(task 3)**

Appraisal (Ken Havill)

- Ken is not able to say that all staff have completed their reports yet and will report back to next meeting.
- Trevor has received the Principal's Appraisal from Ron Scott. This has been signed off and Trevor commented that it was a pleasing report.

EOTC (Ken Havill)

- Ken will confer with Linda Dillon on EOTC and will email the trustees re any issues of safety concerning the students. **(task 4)**

International Students

- Trevor to check on fees and compliance and report back to the next board meeting. **(task 5)**

Discipline

- Ken reported that a year 12 student has had his suspension extended to allow time for the student to develop strategies for a safe return to school.
- Another student has been reinstated after successful completion of an Odyssey House programme.
- A third student has enrolled again at the school also after successful completion of an Odyssey House programme.

6. Identifying Agenda Items for Next Meeting

- Appraisal
- Policy – Treaty of Waitangi
- Curriculum Report (Geography)
- Open Week / Promotion
- Enrolment Update

7. Administration

Confirmation of Minutes

Alice moved that the minutes of the previous meeting be accepted.

Alice Heather / Marianne Wilson

Carried

Correspondence

Robin Arthur asked for more information on letters concerning:

1. Site Remediation – Paul Edmond said we had received some money to alleviate immediate hazards but long term remediation was causing concern.
2. MOTAT dust problem – Paul Edmond said that an abatement notice has been served on the contractors creating this nuisance / health hazard. Immediate stoppage to be investigated.
3. Excluded student letter. Ken said that this pupil has been enrolled with the appropriate support in place.

Approval of written reports

Alice asked for all written reports – Principal's, Finance, Property, Policy, PAG, Curriculum, TAPAC to be accepted.

Alice Heather / Trevor Crosby

Carried

8. Meeting Closure

- Some people not happy with the new policy on newsletter distribution. Suggestion of notifying parents via email when a newsletter has been placed on the website. A hotlink can be provided in that email which will link them up with the PDF newsletter.
- Trevor will be away for 3 weeks from 22nd May and is deputising Robin Arthur as Chairperson in his absence.
- Tracey Watkinson to be the BOT member to attend the next PAG meeting on 3rd June at 7.30pm
- PE & HE opening ceremony Friday 22nd May at 3.30pm.
- Po Fia Fia night performances this year are to be dedicated to Fa'avesi Talamaivao, who is leaving WSC. This will be on Thursday 2nd July. All board members are invited.

Next BOT Meeting: June 29th

Facilitator: Rose Philpott

Meeting closed: 9.20pm

Task List

Task No.	Task	Responsibility	Time Frame
1.	Take out words "poorly performing" on page 5	Ken	ASAP

	and page 11 of Principal's Annual Report. To be removed.		
2.	Up to date information on page 14 of Principal's Annual Report with regard to Gateway to replace old information.	Ken	ASAP
3.	Letter to be written to Whanau expressing BOT thanks re Manu Korero.	Ken	ASAP
4.	Any EOTC safety concerns to be emailed to the BOT	Ken	Next board meeting
5.	Check to be carried out on fees and compliance with regard to International Students.	Trevor	Next board meeting