

**Western Springs College Board of Trustees Meeting
Held in the Admin Meeting Room at 6pm on Monday 8th August, 2011**

Present: David Peirse, Gordon Ikin, Ken Havill, Kent Dadson, Linda Palavi, Trevor Crosby, John Davy, Margot Young, Rick Leaf, Clare Goddard

Staff Present: Ivan Davis, Paul Alford.

Minutes: Christine Goodes.

Apologies: Kaukura Tepaki, Nikki Green, Tracey Watkinson, Alice Heather.

Facilitator: Linda Palavi.

Declaration of Interests: Nil

Monitoring:

Curriculum Presentation – Philosophy: Paul Alford

- Linda welcomed Paul to the board meeting.
- Paul handed out a document headed ‘Sufficient and Necessary Conditions’ for the board to peruse. This he used as an icebreaker with his students.
- Paul talked to his tabled Philosophy report. Until 2008 Philosophy existed only in Year 9 and 10 as a part-year course running as an aspect of the school’s GAT provision.
- In 2009 a Level 1 course, utilising standards from a number of NCEA subject areas, was offered and taken up.
- In 2010 a similar course came on line at Level 2.
- In 2011 a hybrid Year 13 course was offered giving students the chance to acquire 10 Level 3 NCEA credits as well as taking a University of Waikato Star Paper with credits transferable to other universities. This will ensure that there is a possible Philosophy progression route from Years 9 to 13 for all students.
- NCEA Achievement rates, especially in Year 11 have been very high.
- Last term the first group of students taking the University of Waikato Star Course completed their paper. Provisional results issued for the 12 students by the university are very good with one student gaining the third highest mark of any candidate taking the paper across the country and another student gaining the highest grade of any candidate.
- WSC is very much the national leader in this subject area. It seems that next year we will be the first and only state school to provide Philosophy options from Years 9 – 13 with full NCEA courses at Levels 1, 2 and 3.
- Philosophy as a subject has a natural fit with much of the front end of the NZ Curriculum Document. In terms of the Key Competencies in particular, the fit with both *Thinking and Using Language, Symbol and Text* is immediately apparent. Whilst, *Relating to Others* and *Participating and Communicating* are both implicit in the collaborative approach to learning that

are evident in the discussion, debate and dialogue that form the backbone of the philosophical process.

- Board members asked questions.
- Linda thanked Paul for attending the meeting.

Trevor asked if a discussion on core status for Te Reo Maori should be added to the Agenda. Ken replied that no further progress has been made on this.

Strategic Discussions:

School Development – Ken

- Ken and Paul Marx (School Development Manager) had taken advice from Shane Kilian (Lawyer) with regard to the setting up of a Trust. Paula sees this as a necessary move forward.
- Gordon said we need a big vision and the vehicle in place before we seek out a person who wishes to donate to a specific thing. This Trust could be that vehicle.
- The Trust would need to have Trustees and it was suggested that one of the present Board of Trustees' member should be a Trustee.
- Kent mentioned the relationship with PAG.
- Gordon sees the PAG as an organisation that brings together the community in a collegial way.
- The Trust would be different. It would be about contacting people who used to go to this school for a significant donation or someone who simply just wanted to gift some money. Endowment could be another avenue to pursue.
- Discussion continued around the type of Trust.
- Trustees are referred to the Philanthropy NZ website <http://www.philanthropy.org.nz/> so that they can look up some of the requirements of a charitable trust and other options for giving.
- Ken asked, do we employ Shane Kilian to set up the Trust? This was agreed to. The Board is to look at the constitution. Shane is to draw up the Trust Deed. Legal advice on having a board member as a Trustee to be sought. **(Task 1 - Ken)**

That the Board authorise the drafting of a Trust Deed for the purpose of establishing a Trust provisionally called the Western Springs College Trust.

Ken Havill / Margot Young

Carried

There will be a peer review of this draft Trust Deed before it goes to the board. Daniel McBride's father to be asked if he could do this. **(Task 2 – Ken)** Draft document to be ready by next board meeting if possible.

Strategic Decisions:

Board Elections – Trevor

- Trevor advised that the BOT mid term election would be held on 18th November, 2011. Results would be declared one week later.

That the WSC Board mid-term election be held on 18th November, 2011

Trevor Crosby /Kent Dadson carried

That the WSC Finance Officer (Anne Millan) be appointed as the returning officer for BOT Election.

Trevor Crosby / David Peirse carried

That Christine Goodes be appointed the returning officer for the Student Representative on the Board of Trustees Election.

Trevor Crosby / Margot Young carried

- Linda to bring the new student representative to the September board meeting. The September meeting will be Linda's last.

7.30pm: Break

Strategic Decisions:

Finance – Trevor

The resolution to approve the Budgeted Balance sheet as provided by Edtech to go to the next Board meeting, as it had not been included with the Board papers of the meeting. Ken to talk to Finance Officer about finance documents that need to go to the Board **(Task 3 – Ken)**.

Discipline – Ken

- One Year 11 boy excluded since last board meeting. One Year 11 girl reinstated with conditions. One Year 12 boy reinstated with conditions. Three students went before the board in the holidays. Two were reinstated with conditions, one was excluded. A second hearing for a girl whose suspension was extended was held and she was excluded. A meeting to be held tomorrow for a girl from ASSC who has made virtually no progress.
- Statistical information to be circulated to board members on suspensions and stand downs that was requested by the NZ Herald on Sunday. **(Task 4 - Ken)**

Ken asked for the Principal's oral Discipline Report be accepted.

Ken Havill / Trevor Crosby carried

Property – Kent

- Kent talked to the tabled Property Committee Meeting minutes.
- With regard to the Grounds Compound there was concern expressed about the failure of Ministry property officials to respond to repeated requests from Paul Styles concerning the go-ahead for this 5 Year Agreement project. There was discussion around access to the new grounds compound from the MOTAT driveway in return for agreeing to the current MOTAT request that WSC allow its rail line to cross over by a few metres the school's western boundary adjacent to the new field currently under renovation.
- Five tenders for remedial safety works for B & D block have been received.
- There will be a meeting with the Ministry on 11 August with regard to building replacement. The agenda for the meeting has yet to be specified and Paul Styles is to obtain clarification of the purpose so that we can determine who should attend the meeting.

Ken asked that the Property Committee Report be accepted.

Ken Havill / Gordon Ikin carried

Student Council Report – Linda Palavi

- Linda reported on the Student Council's initiative to include key competencies in everyday life. They have been working on detentions, dress code and learning areas.
- The Student Council will be fundraising on Daffodil Day.

That the Student Council verbal report be accepted.

Linda Palavi / Kent Dadson carried

Identifying Agenda Items for Next Meeting:

- Te Reo Maori as a core subject.
- Edtech balance sheet.
- Update on forming a Trust.
- Policy update.
- Property update.

Administration:

- Ken confirmed that he had completed all his previous tasks.

That the minutes of the previous board of Trustees meeting be accepted.

Trevor Crosby / Clare Goddard carried

- Gordon complemented Ken on his interesting Annual Report.

Correspondence

- Trevor noted the uniform letter from the previous meeting had been done and that WSC had a good report from Audit Attendance Management.

Trevor asked for the Inwards and Outwards correspondence to be accepted.

Trevor Crosby / John Davy carried

Trevor asked for all written reports to be accepted i.e. June & August Property minutes, Principal’s Report, Philosophy Report, August Finance minutes, June Financial Statement, August Policy minutes, August PAG minutes, Setting up a WSC Development Trust Report and Principal’s Annual Report,

Trevor Crosby / Linda Palavi carried

PAG Quiz Night on 19th August is booked out.

Dyslexia Parent Support Group to hold a meeting at WSC on 12th September at 7.30 in the school Library (talk by psychologist Lynn Berresford who provides many reports on students with special educational needs).

Next Meeting Facilitator: Kent Dadson

Next Board meeting: 19th of September

Meeting finished 9.00pm

Task List

No.	Task	Responsibility	Time Frame
1.	Legal advice to be sought with regard to a BOT member also being a Trust member.	Ken	Next board meeting
2.	A peer review person to be arranged with regard	Ken	Next board meeting

	to the Trust Deed.		
3.	Finance Officer to ensure required finance documents go to board members.	Ken	Next board meeting
4.	Suspension and Stand Down statistic information to be sent to board members.	Ken / Christine	Next board meeting