

**18/06/2018 Board of Trustees Meeting Minutes
held in the Staffroom @ 6pm**

Attendees	
Ivan Davis (ID)	Principal
Trevor Crosby (TC)	Board Member
Carol Gunn (CG)	Board Member (Chairperson)
Jan McCartney	Board Member
Mel Webber (MW)	Staff Rep
Tama Curtis (TA)	Student Rep (facilitator)
Tracey Watkinson (TW)	Board Member
Belinda Drake (BD)	Board Member
Craig Moller (CM)	Board Member
Howard Blackwell (HB)	Business Manager
Linda Pirritt (LP)	Board Member
Richard Green (RG)	Board Member
Rob Coltman	Board Member
Rangimarie Hunia	Board Member
Brendon O'Connor	Visitor (PWC)
Christine Goodes	Secretary
Apologies:	Paul Alford, Chris Selwyn, Ka'u Tepaki, Clive Vai'ula, Toby Mangelsdorf.

	Declarations of Interest - Nil	
	<p>Matters Arising from last minutes - Action points reviewed. All actions have been dealt with.</p> <ul style="list-style-type: none"> International Student data - deferred to next meeting to allow NZQA to complete its work on a clearer way of reporting on these students. 	action
	Brendon O'Connor PWC (PricewaterhouseCoopers)	

	<ul style="list-style-type: none"> ● Rob introduced Brendon explaining he has been engaged to represent WSC/MPoW interests in the business case for a community gym complex, funded by Auckland Council. Council will engage Visitor Solutions to develop the business case.. ● Council are 32 gyms short in the Auckland area and saw an opportunity here. ● A Memorandum of Understanding has been signed by WSC/NPoW and Council. ● Council has told Rob that will be partner consultation all the way through this process. ● JM questioned is this the best process for WSC? What if we did not want to go ahead? ● RC confirmed that we have not committed to anything yet. ● It is for this board to ensure that it has the consultation process it needs. ● Council has an extra \$24 million set aside for the WSC development assuming agreement between the three parties is reached. ● Next steps: Council's consultant, Visitor Solutions, to initiate the process by which to develop the business case. Expect a meeting of a project governance group of Visitor Solutions, Council, PWC, BOT and MOE to be set up. (PWC/BOT are pushing to get something happening) ● Brendon offered to facilitate a (pro-bono) strategic thinking workshop with trustees to help us articulate our strategic vision. This would help Brendon better understand the school when representing our interests in the business case development. ● Carol accepted Brendon's offer and agreed to a date for the workshop. ● Brendon left the meeting at 7.05pm. 	<p>action</p> <p>action</p>
	Dinner:	
2	<p>Finance: HB</p> <ul style="list-style-type: none"> ● Notes taken as read. ● HB describe a new process where each credit card holders will present their receipts online. There will be a one-up approver for each card. This will go live on 9 July. ● In a face-to-face meeting, the auditor had reported that there were no issues. However, the hard copy it appeared that there several minor issues. HB will take care of these. and provide a remediation plan to the Finance Committee. ● HB will give feedback to the Ministry and the Finance Committee about the auditors ● HB does have some concerns about the auditor's' reporting and will provide feedback to them. ● The board is open to another auditor if HB so wishes. ● A discussion was entered into around working capital to student ratio. ● Accounts were on track. 	<p>action</p> <p>action</p> <p>action</p>

3	<p>TAPAC Briefing:</p> <ul style="list-style-type: none"> • JM has put together some background notes for the board. • Discussions were entered into in regard to the Licence to Occupy document and problems with remediation work and new studio build. • RG expressed an interest to sit in on TAPAC meetings. • JM offered that the TAPAC board could meet with WSC/NPoW board chair/board members to discuss how TAPAC operates and the costs involved. This could form part of an induction pack for new trustees. • ID suggested that HB could go to TAPAC meetings. 	
4	<p>Principal's Report: For comment:</p> <ul style="list-style-type: none"> • MNA visit was discussed. (Managing National Assessment). <p>Resolution: The board endorsed ID's strong appreciation to Julie Debrecency for looking after the MNA visit. It amounted to considerable work. (Carol Gunn/ Ivan Davis - carried by consensus)</p> <ul style="list-style-type: none"> • Kamar SMS is coming. This will enable enormous reporting advantages. • Two COL position appointed to WSC. • Another school tour is scheduled for Friday 22 June. • ASSC <p>Resolution: That the WSC/NPoW endorse the decision of the ASSC Management Committee to close the ASSC Centre to students, for the duration of rebuild work. (Richard Green/Carol Gunn - carried by consensus)</p> <ul style="list-style-type: none"> • The students will go back to their referring schools. 	
5	<p>Communications Policy:</p> <p>Resolution: That WSC/NPOW moves that the Communications Policy be accepted. (Mel Webber/Richard Green - carried by consensus)</p> <p>Restraint Policy</p> <ul style="list-style-type: none"> • RC & JM have made some comments. This to go back to the Policy Committee. 	action
6	<p>Solar Report:</p> <ul style="list-style-type: none"> • There is a committee of ex and current parents who are keen on solar power in connection with the new build. • Discussion on fundraising in general. Some guidance around what 	

	are our priorities.	
7	<p>Draft Principal's Performance Agreement:</p> <ul style="list-style-type: none"> If you have any comments or suggestions, these to be sent to CG by Friday this week. 	
8	<p>Wrap-up:</p> <p>Resolution Jan McCartney moved that the minutes of the previous BOT meeting (07/05/2018) be approved along with the tabled/verbal reports and minutes. (Jan McCartney/Trevor Crosby - passed by consensus)</p> <p>Trevor Crosby moved that the inwards and outwards correspondence as tabled be accepted. (Trevor Crosby/Carol Gunn - passed by consensus)</p> <p>Facilitator next meeting: Richard Green.</p> <p>Date of next meeting: 30 July, 2018 @ WSC - NPOW 6pm</p> <p>Meeting finished: 9.15pm</p>	

Ratified

Carol Gunn (Chairperson)

10/09/2018

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