

**13/05/2019 BOT Meeting Minutes
held at WSC @ 6pm**

Attendees	
Ivan Davis (ID)	Principal
Jan McCartney (JM)	Term finished, last board meeting (13/05/2019)
Belinda Drake (BD)	Board Member
Linda Pirrit (LP)	Board Member
Christine Goodes	Secretary
Paul Alford (PA)	Deputy Principal
Craig Moller (CM)	Board Member
Tracey Watkinson (TW)	Waiorea Staff Rep
Ka'u Tepaki (KT)	Co-opted Board Member
Khushee Jain (KJ)	WSC Student Representative
Isabella Ashby (IY)	Waiorea Student Representative
Carol Gunn (CG)	Chair
Chris Selwyn (CS)	Tumuaki
Howard Blakewell (HB)	Business Manager
Mel Webber	WSC Staff Representative
Apologies:	Rob Coltman, James Watkinson, Rangimarie Hunia, Richard Green.
Facilitator:	Jan McCartney

	CS opened the meeting with a karakia	
1.	Declarations of Interest - Nil	
2.	Matters arising from previous minutes <ul style="list-style-type: none"> • Dates were added to the Finance Report, Principal's Report & Health and Safety minutes. • ERO has acknowledge the statistical evaluation that was sent. • The target date of 29/07/2019 for shifting into the new build remains for both schools. 	

	<ul style="list-style-type: none"> ● Iona Holsted, Secretary of Education, will visit to have a look at the new build. ● EOTC - this to be followed up. We have a new Deputy Principal and this will be in her portfolio. <p>Resolution 1: That the minutes of 08/04/2019 BOT meeting with amendments be accepted as accurate.</p>	
3.	<p>Finance Report: Howard Blackwell School donations.</p> <ul style="list-style-type: none"> ● As at 14 April, 2019, 598 families had not paid the \$500 donation. ● It is better to have more families pay the donation than increase the donation. ● Around 120 of our families use automatic payments. ● In T3 and T4 Howard will be meeting with HODs to help them find out what parents will need to pay next year. ● A suggestion to find out what our Kahu Ako partner schools' pay. This can be very helpful. How much they are paying and what percentage is coming in. Paul Alford to do. ● In terms of our Quality of Service Delivery, we could ask why parents do not pay their donation. ● Is the board comfortable with not increasing the donation? ● Do we keep the differential between one and two students at \$100. ● Based on Howard's analysis, hold the fees - to go back to the Finance Committee ● We need to make a decision on fees for 2021 by March in the previous year (2020) - Finance Committee will review early 2020. ● Howard to circulate the Ministry's notes/ideas on donations. <p>The board thanks the Finance Committee for the comprehensive analysis and asks that consideration be given to a survey of parents to find out about any obstructions to paying the donation. By March in the previous year, there needs to be a resolution about donations.</p> <p>All of Government:</p> <ul style="list-style-type: none"> ● In regard to stationery costs, we are on track to save \$20,000 this year. ● We have entered into a contract with a printing company and will be paying considerably less than before. <p>Note: The board congratulates Howard Blackwell on all the cost savings he has made.</p> <ul style="list-style-type: none"> ● Balanced Ltd is employed to do our accounts. The graphical reporting which we appreciate has dropped off 	Action

	<p>in the last few months. This will be raised with them.</p> <p>Resolution 2: That the Finance Meeting Minutes of 6 May 2019 be accepted. (Carol Gunn/Belinda - passed by consensus.)</p>	
4.	<p>Election Process: Carol Gunn Induction of new trustees. Carol Gunn</p> <ul style="list-style-type: none"> ● Trevor Crosby is handling the election process for WSC. ● Waiorea’s process of selection has already been completed and there are four nominees. ● There is work to be done on induction particularly now because of our co-governance status. ● This to go back to the Policy Committee and a process is to be put together. ● Te Kawehau Hoskins to be contacted re PD on co-govance for the induction of new trustees. ● Khushee has felt supported by the board members but feels there needs to be a bridge to help student trustees with induction. There needs to be a process for induction of any trustees appointed late. ● It is important that everyone knows who we are and how we do things here. 	
5.	<p>Gym Update: Carol Gunn</p> <ul style="list-style-type: none"> ● Carol Gunn spoke to her tabled board papers. ● A contingent comprising of Rob Coltman, Craig Moller, Carol Gunn, Tracey Watkinson, Ivan Davis and Pete McIntyre visited Rototuna on 11 April, 2019. ● It was inspiring that it is an entity for the community and inspiring how the council and school worked together with people at the centre of this development. ● A workshop on 9 May was attended by Brendon O’Connor, Dave Stewart, Neil Coventry, Rob Coltman, Craig Moller, Tracey Watkinson, Ivan Davis and Carol Gunn. ● The purpose of the workshop was to establish a philosophy or guiding principles to a partnership relationship between the two organisations around the gym development ● Trustees and Council will consider guiding principles with trustees to respond to Carol by Friday 17 May with any reflections. ● Working group will finalise these principles then they will be sent to the wider board. There is agreement that the people who have been working on this continue to progress it and then it will be sent out for final approval. ● Once the principles are agreed they will be provided to Visitor Solutions who are working on a business case with Brendan O’Connor. ● The business case will be presented to the new board. 	

	<ul style="list-style-type: none"> • If the business case is accepted by WSC/NPOW, MoE and Auckland Council, Brendon O'Connor and Rob Coltman will work on the agreement with Council. 	
6.	<p>Principal's Report:</p> <ul style="list-style-type: none"> • ID went through his tabled report and noted a few points. • He touched on initial contact from ERO, Waiorea Resourcing, NZ Scholarship Top Scholar Awards, Discipline, Staff Appointments, Self Reviewing School, Re-build and NCEA Change Package. <p>Resolution 3: That the board accept the Principal's Report dated May, 2019. (Mel Webber/Ka'u - passed by consensus.)</p> <p>Analysis of Variance: Ivan Davis</p> <ul style="list-style-type: none"> • This is a large 34 page document. • Ivan noted three points. • Barriers to students achieving university entrance. Course outline is critical. • Grade quality. This continues to improve, both male and female. • Ethnic group results. PI results are not improving. Maori pass rates above the decile but grade quality is down. • The large document needs to be taken away and read with any comments brought back to the next meeting. <p>Note: Chris Selwyn acknowledged all the extra work that is being done in regard to PI students by Ka'u Tepaki, Margaret Ruland, Sami Va'auli, Te toki Tepaki and Helen Long in the absence of Tupe Tai who is now seconded to a COL position for two days per week. Julie Debrecency also needs to be acknowledged for her work with Pasifika students, and the need on an ongoing basis to address the issues, including relevance of curriculum.</p> <p>Annual Plan: Resolution 4: That we adopt the tabled Annual Plan for 2019. (Ivan Davis/Carol Gunn - passed by consensus)</p> <p>Attendance Report:</p> <ul style="list-style-type: none"> • Ivan talked briefly to this report. We are working towards a goal of 90% attendance. 	
7.	<p>Student Report: Khushee & Isabella.</p> <ul style="list-style-type: none"> • The student-elected trustees talked about equal opportunities and students all being aware of them. • Senior students find things out too late to implement them in regard to course requirements. Courses should be discussed at a younger age. • They would like to see each student challenged in their own way. 	

	<ul style="list-style-type: none"> ● Condolences to be sent to the Ministry on the death of Colleen Tebbutt retired Ministry employee. ● Ivan talked about having a Teacher Only Day on 4 June to help the staff pack up in preparation for the shift into the new building. ● Tracey supported Ivan on this. She stated that it is a massive undertaking and all the packing up needs to be completed by 28 June <p>Resolution 8: That the board approve a teacher only day on 4 June to follow on from the Queen’s Birthday weekend. Parents to be advised as soon as possible. (Isabella Ashby/Belinda Drake - carried by consensus)</p> <p>Resolution 9: The board resolves to support the resubmission of the application to the Ministry for funding to support a person to carry out the creation of digital files and seeks an urgent response. (Jan McCartney/Linda Pirrit - passed by consensus)</p>	Action
10.	<p>Acknowledge and Thank You:</p> <ul style="list-style-type: none"> ● Jan was acknowledged for her 6 year’s service on the board. ● A pounamu was given from WSC and a taonga presented from Waiorea (metal kete). ● Jan’s highlight on the board was being part of the co-governance journey. 	
	<p>Meeting finished: 9.30pm</p> <p>Next Meeting: 24 June, 2019</p> <p>Facilitator:</p>	

Ratified: 01/07/2019

Chair: Carol Gunn/Rangimarie Hunia