

**12/08/2019 Western Springs College - Ngā Puna O Waiōra
BOT Meeting Minutes held in the KHLC at 6pm**

Attendees	
Ivan Davis (ID)	Principal
Carol Gunn (CG)	Board Member (Chairperson)
Helen Long (HL)	WSC Staff Rep
Tracey Watkinson (TW)	NPOW Staff Rep
Craig Moller (CM)	Board Member
Linda Pirrit (LP)	Board Member
Christine Goodes	Secretary
Paul Alford (PA)	Deputy Principal
Chris Selwyn (CS)	Tumuaki
Mary-Jane Thompson (MT)	Whanau Selected
Khushee Jain (KJ)	WSC Student Rep
Isabella Ashby (IA)	NPOW Student Rep
Rob Coltman (RC)	Board Member
Belinda Drake (BD)	Board Member
Visitors:	Trudi Brocas (Principal), Christine Miller (MOE), Jane Taylor-Clarke (MOE)
Apologies:	Eruera Lee-Morgan, Rangimarie Hunia, Howard Blackwell
Facilitator:	Helen Long

1.	<p>Chris Selwyn (Tumuaki) opened with a Karakia.</p> <p>Declarations of Interest - Nil</p> <p>Health & Safety:</p> <ul style="list-style-type: none"> ● Jessie Bernard has resigned from the position of Health & Safety Officer. ● This committee still exists but we do not have a dedicated officer at the moment. 	
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2.	<p>CASS Presentation:</p> <ul style="list-style-type: none"> ● Christine Miller, Trudi Brocas and Jayne Taylor-Clarke were here to support the inclusion of CASS into the next phase of our site development. ● CM started the presentation noting the Ministry was exploring the concept of a satellite special school at this school. ● CM oversees day and residential schools of this nature. ● As the city grows so does the population of students with needs. ● Demand is currently outstripping the supply of facilities. ● The students she was talking about were ORRS verified. These make up 1% of students and they can stay at school until they are 21. ● The Carlson School for Cerebral Palsy and Sunnybrae Special School have been merged into one. ● WSC is in a position to nicely compliment a new school to be called Central Auckland Special School. ● This school would be working with students closer to the CBD. ● The students concerned would be enrolled at the special school but would attend our school. ● CM tabled some information on the property side of things. ● There would be a property occupancy document which would be a variation to our property occupancy. ● This school would be classed as a legitimate space on property. It would be there through changes of boards and principals. The classrooms are safeguarded for the special school. ● CM tabled documents which pointed out where satellite schools are in Auckland. ● ID commented that our learning support staff are positive about the idea.. ● This concept works best if there is a shared vision and this is done at a teacher level. ● TB noted that ORRS funding is on the Ministry website. ● We would receive property funding for this operational cost. ● The average class size would be 8 students. ● Generally this school would not have much to do with the governance of the host school. ● It would align itself with our school's Health and Safety Policy. ● Any other questions to be directed to Jayne Taylor-Clarke. <p>Christine & Trudi left the meeting at 7pm.</p>	
3.	<p>Update on next phase of development:</p> <ul style="list-style-type: none"> ● JT-C from the Ministry talked about the roll-growth development. ● MoE is currently considering bulk and location concepts. ● At our next board meeting there will be more to tell us. ● MoE has approval to go ahead with 17 classroom roll-growth spaces. ● The Minister would like to make an announcement later this year. ● MoE is also looking at spaces that had been planned for development under the current project but have been deferred: 	

	<p>Admin, Staffroom spaces, Dance and Drama studios and TAPAC.</p> <ul style="list-style-type: none"> ● Hopefully by the next board meeting we will have some more certainty. <p>Jayne Taylor-Clarke left the meeting 7.25pm</p>	
4.	<p>Gym Update:</p> <ul style="list-style-type: none"> ● A sub-committee has been formed. ● Visitors Solutions work for the council and they have been drafting a business case. ● They are recommending building two additional gyms and two outdoor covered courts. ● It is assumed that MoE will become the owner of the new complex. ● There are three options for managing the facility. ● There is a question about ongoing funding. ● Council has got the funding to undertake the building on our site. <p>A special meeting to be held on 9 September at 6pm to discuss this. Agreed by consensus.</p> <ul style="list-style-type: none"> ● Brendan and Sports Departments to be at this meeting. ● Pete and Oliver to provide a brief before this meeting of what they would like to see. 	action
	7.45pm: Dinner Break	
5.	<p>Finance:</p> <ul style="list-style-type: none"> ● Papers taken as read. 	
6.	<p>Staff Input Into Making the Move:</p> <ul style="list-style-type: none"> ● DS would like to acknowledge the work of Tracey Watkinson, Selwyn Watford and Richard Taylor for going above and beyond their duty in relation to the shift into the KHCL. ● Very long days have been put in and a card and acknowledgement from the board is warranted. <p>The Board acknowledges this dedication and delegates to Ivan to do this in an appropriate way. Agreed by consensus.</p>	action
7.	<p>Update on the NZSTA Conference:</p> <ul style="list-style-type: none"> ● Belinda attended the Conference in Dunedin during the holidays. ● One area that she was particularly interested in was Student Behaviour Management. This is a committee that formerly has been called Discipline. ● She discussed ideas on how our practice can be improved. ● We need to continue with our School Docs work. ● Belinda to forward her information to Rob and Tracey. ● Tracey to send Christine the link to the Restraints Policy. ● Tracey and Rob to look at this and bring back in a couple of meetings' time. 	action action
8.	<p>Workplan:</p> <ul style="list-style-type: none"> ● Carol signalled that there are things we need to be doing/thinking of. She went through the tabled plan. ● Carol to send a revised committee structure for trustees to 	action

	<p>nominate which they will work on.</p> <ul style="list-style-type: none"> Belinda/Helen to look at better organisation of our google drive. 	action
9.	<p>Principal's Report:</p> <ul style="list-style-type: none"> Taken as read. <p>9.05: Ivan Davis asked the meeting to go into public excluded to protect the privacy of individuals. (Ivan Davis/Carol Gunn - passed by consensus)</p> <p>9.15 the matters being dealt with satisfactorily Ivan Davis moved that the meeting go out of Public Excluded Business. (Ivan Davis/Carol Gunn - passed by consensus)</p>	
10	<p>Returning Officer and Date for BOT Student Election:</p> <p>That Christine Goodes will be the returning Officer for the BOT Student Election which will be held on 26 September, 2019. (Carol Gunn - carried by consensus)</p>	
11.	<p>Matters Arising from previous minutes:</p> <ul style="list-style-type: none"> Te Kawehau will not be doing PD around Co Governance. Christine Hertzog will be doing this.. In relation to previously reported in the board minutes of 01/07/2019 <i>"The board will not permit the demolition of the relocatables on this site"</i>, at our insistence the Ministry has instructed Golders to review the management plan which they did and provide an oversight of that plan. After the 01/07/2019 meeting Carol sent a letter to MoE. Rob, Carol and Ivan attended a meeting with experts on Asbestos removal. We received new information and have been very well assured that the demolition of the relocatables on this site is very low risk. <p>Carol Gunn moved that the minutes of the previous BOT Meeting (01/07/2019) be approved along with the tabled/verbal reports and minutes (Carol Gunn - carried by consensus)</p> <p>Carol Gunn moved that the inwards and outwards correspondence be accepted (Carol Gunn - carried by consensus).</p> <p>Meeting closed: 9.30pm</p>	

Ratified 16/09/2019

Chair: Carol Gunn