

**16/09/2019 Western Springs College - Ngā Puna O Waiōra  
BOT Meeting Minutes held in the Staffroom at 6pm**

<b>Attendees</b>	
Ivan Davis (ID)	Principal
Carol Gunn (CG)	Board Member (Chairperson)
Tracey Watkinson (TW)	NPOW Staff Rep
Craig Moller (CM)	Board Member
Linda Pirrit (LP)	Board Member
Christine Goodes	Secretary
Chris Selwyn (CS)	Tumuaki
Mary-Jane Thompson (MT)	Whanau Selected
Khushee Jain (KJ)	WSC Student Rep
Belinda Drake (BD)	Board Member
Visitors:	Sue Poupouare
<b>Apologies:</b>	Helen Long, Isabella Ashby, Rob Coltman, Paul Alford, Howard Blackwell, Rangimarie Hunia.
<b>Facilitator:</b>	Carol Gunn

1.	Declaration of Interests - Nil	
2.	<p><b>Guest Presentation</b> Sue Poupouare</p> <ul style="list-style-type: none"> <li>● ID has asked Sue to present at this meeting because of the current national interest in wellbeing.</li> <li>● WSC/NPOW now employs a third counselor part time for two days per week and a fourth counselor who comes in one day a week to cope with weekend stress.</li> <li>● In 2017 her department made 17 urgent calls for help.</li> <li>● In 2018 this rose to 29.</li> <li>● In 2019, the Kari Centre who provide urgent help with mental health issues, has been pushing back cases to us because of lack of resourcing. We have to hang onto cases longer.</li> <li>● Supervision happens three or four times per term.</li> <li>● She would like an increase in hours for her department.</li> <li>● Waiorea is hoping to be successful in getting some help</li> </ul>	

	<p>from the Ministry to help their students in this area, which should have an impact.</p> <ul style="list-style-type: none"> <li>● We need to make some budgetary decisions going forward.</li> <li>● Sue would like to employ the third part time counsellor for one extra day per week and feels this would alleviate the situation.</li> <li>● Keeping the pastoral system going and keeping in contact with staff going forward will help care for these at risk students.</li> </ul> <p>Sue left the meeting at 6.50pm</p> <p><b>Resolution:</b>  <b>That the board strongly recommends finding funding for the third councillor for one extra day per week until the end of 2019. (Belinda/Tracey - passed by consensus)</b></p> <p><b>Resolution:</b>  <b>Subject to funding, the board supports the resourcing of an additional day of guidance for 2020. (Belinda/Tracey - passed by consensus)</b></p>	
3.	<p><b>Strategic Decisions</b>  <b>Central Auckland Special School:</b></p> <ul style="list-style-type: none"> <li>● CS is sceptical about the resourcing and will we get it?</li> <li>● Does the classroom teacher have to prepare for these people?</li> <li>● Students are limited to ten per class.</li> <li>● BD was heartened by the presentation that was given at our last board meeting.</li> </ul> <p><b>Resolution:</b>  <b>That the board endorses the concept of a Central Auckland Special School satellite facility of two teaching spaces to be included in WSC/NPOW roll-growth development. (Linda Pirrit/Ivan Davis - passed by consensus)</b></p>	
4.	<p><b>Gym Opportunity</b>  <b>Resolution:</b>  <b>That the board agrees to sign the business case for the Gym extension, in partnership with Auckland Council and Ministry of Education, assuming that no substantive changes are made in finalising Version 3 of the draft business case. (Belinda Drake - Craig Moller - passed by consensus)</b></p>	
5.	<p><b>Board Self-review</b>  <b>Resolution:</b>  <b>That the Board will request a repeat of the Internal Evaluation Tool from NZSTA. (Carol Gunn - passed by consensus)</b></p>	

7pm	Dinner	
6.	<p><b>Strategic Discussions</b>  <b>Student Achievement and Well being Committee:</b></p> <ul style="list-style-type: none"> <li>● A meeting has been held.</li> <li>● We need a wider range of representatives</li> <li>● KJ says that the next student rep should get more help. She felt she was thrown in the deep end.</li> <li>● Suggestion of a two or three meeting hand over.</li> <li>● Invite our existing student reps to the meetings for the rest of the year to help the new reps.</li> <li>● BD is to ring NZSTA to see if variations to the term are allowed.</li> <li>● Strategic Plan needs to be updated and put on the website. CG to do.</li> <li>● SN to go to the next hui.</li> </ul> <p>Report received.</p> <p><b>Te Tiriti Committee:</b></p> <ul style="list-style-type: none"> <li>● This committee has not met yet.</li> <li>● What does co-governance look like?</li> <li>● School Docs needs to reflect co-governance.</li> </ul> <p><b>Site Development Report:</b></p> <ul style="list-style-type: none"> <li>● ID responded verbally.</li> <li>● Monday next week, ID will be attending a meeting at Jasmx for stage two of our development. This is to deal with roll groth.</li> <li>● In addition to roll growth there is the Admin and TAPAC buildings to look at.</li> <li>● The purpose of the meeting is to look at the bulk and location of these two points.</li> <li>● We need to nominate a WSC/NPOW representative to sit on the TAPAC board.</li> </ul> <p><b>Resolution:</b>  <b>That Craig Moller becomes the WSC/NPOW Board representative on the TAPAC Trust Board. (Belinda Drake/Chris Selwyn - carried by consensus).</b></p>	<p>Action</p> <p>Action</p>
7.	<p><b>Research:</b>  <b>QSD</b></p> <ul style="list-style-type: none"> <li>● This is completed every three years.</li> <li>● CG has read through the results and recommends that the Student Achievement and Wellbeing Committee work on some of the comments.</li> </ul>	
8.	<p><b>Principal's Report:</b></p> <ul style="list-style-type: none"> <li>● ID talked to this, reporting that that he and his senior managers were nearly there with School Docs.</li> <li>● BD to check her emails to find information on a few policies that need attention.</li> <li>● We will use our current policies as a starting point.</li> </ul>	<p>Action</p>

	<ul style="list-style-type: none"> <li>Once we have completed this 'tailoring' process (providing some sort of benchmark for Springs/Waiorea policies) we will distribute the suite of policies to the board for analysis, review and adoption. This will happen in time for our October board meeting.</li> </ul> <p><b>8.35pm Ivan Davis asked that the meeting go into Public Excluded Business to protect the identity of others. (Ivan Davis/Belinda Drake - passed by consensus)</b></p> <p><b>8.50pm: The business having been completed satisfactorily, Ivan Davis asked that the meeting move out of Public Excluded Business. (Ivan Davis /Belinda Drake - passed by consensus)</b></p>	Action
9.	<p><b>Tumuaki Appraisal Report:</b></p> <ul style="list-style-type: none"> <li>CS's Appraisal is attached.</li> <li>Have a look at this again at the next meeting.</li> <li>Email any questions to Chris.</li> </ul>	
10.	<p><b>Agenda Structure:</b></p> <ul style="list-style-type: none"> <li>CG has tried a different approach to the structure of the Agenda for tonight's meeting and asked for comment.</li> <li>The general agreement was that it worked.</li> <li>There is a road map for the year ahead and it is called The Board Work Plan.</li> </ul>	
11.	<p><b>Finance Papers:</b></p> <ul style="list-style-type: none"> <li>Taken as read.</li> </ul> <p><b>Health &amp; Safety:</b></p> <ul style="list-style-type: none"> <li>HB has taken this on in the absence of Jessie.</li> <li>He is putting together a proposal to fund someone part time next year to manage this.</li> <li>Asbestos Plan is in place and working well.</li> <li>Cleaning going forward will be challenging. Not enough hours.</li> </ul>	
12.	<p><b>Matters Arising from Last Minutes:</b></p> <ul style="list-style-type: none"> <li>CM asked that we keep our options open with regard to the Gym partnership.</li> </ul> <p><b>Resolution:</b>  <b>Belinda moved that the minutes of the last meeting be accepted as a true and accurate report and asked that all written and verbal reports be accepted, along with the correspondence.</b>  <b>(Belinda Drake/Ivan Davis - carried by consensus)</b></p>	
13.	<p><b>Wrap-up:</b></p> <ul style="list-style-type: none"> <li>Reminder that Waiorea new buildings will be blessed at 5am this Friday 29 September.</li> </ul>	

	<ul style="list-style-type: none"> <li>To be an Agenda item at the next board meeting is the impending stage two rebuild and the additional workload and burden this puts on the existing staff at this school. TW to get information for CM about workload and key people involved</li> </ul>	Action  Action
	<p><b>Next board meeting: 21st October, 2019</b></p> <p><b>Meeting finished 9.15pm</b></p>	

Ratified: 21 October 2019

Board Chair: Carol Gunn