

**21/10/2019 Western Springs College - Ngā Puna O Waiōra
BOT Meeting Minutes held in the Staffroom at 6pm**

Attendees	
Ivan Davis (ID)	Principal
Carol Gunn (CG)	Board Member (Chairperson)
Craig Moller (CM)	Board Member
Linda Pirrit (LP)	Board Member
Christine Goodes	Secretary
Helen Long (HL)	Staff Rep
Mary-Jane Thompson (MT)	Whanau Selected
Khushee Jain (KJ)	WSC Student Rep
Isabella Ashby (IA)	Waiorea Student Rep
Maia McRoberts (MM)	WSC Student Rep
Belinda Drake (BD)	Board Member
Rob Coltman (RC)	Board Member
Paul Alford (PA)	Principal Support
Visitor:	Peter McIntyre
Apologies:	Tracey Watkinson, Chris Selwyn, Eruera Lee-Morgan, Rangimarie Hunia.
Facilitator:	Carol Gunn

	Karakia: Isabella Ashby. Introductions were made to welcome the new WSC Student Rep Maia McRoberts. Isabella Ashby will stay on as Waiorea Student Rep until she knows the outcome of other portfolios that she has applied for.	
1.	Declaration of Interests - Nil	
2.	Guest Presentation Pete McIntyre: <ul style="list-style-type: none"> ● Pete is the Director of Sports at WSC. His main point of contact with the school is Ivan Davis. ● He presented to the board about the role of sport at this 	

	<p>school and his strategy to support student wellbeing.</p> <ul style="list-style-type: none"> ● There was discussion relating to building another Gym because of future roll growth and possibly better fields. ● Pete has a vision to turn the old Gym into a strength and conditioning facility for both Physical Education and Sports Academy. ● Resourcing will always be an ongoing issue. ● He feels strongly that any new facilities needs the programme first to fit with the facility. ● Scope for new opportunities is evident. ● PAG is giving \$4,000 to sports next year to help with planning. <p>Pete left the meeting at 6.45pm. Paul Alford temporarily left the meeting.</p>	
3.	<p>Strategic Decisions</p> <p>Endorsement of KaoW Leadership</p> <ul style="list-style-type: none"> ● The leadership of the KaoW is at the end of its two year cycle. ● Applications for leadership have been called. ● Incumbent, Paul Alford, seeks permission from the board to apply. <p>Resolution: ID moved that Westerns Springs College/Nga Puna O Waiorea endorses the application for leadership of the KaoW for another two years. (Ivan Davis/Linda Pirrit - passed by consensus).</p> <p>Nomination for the NZSTA Regional Executive Elections</p> <ul style="list-style-type: none"> ● There were no nominations ● Khushee to help Maia to link in with NZSTA workshops. 	
7.15	Dinner	
3.	<p>Strategic Discussions</p> <p>Student Achievement and Well being Report</p> <ul style="list-style-type: none"> ● Linda, Helen, Belinda along with Ruth and Julie have had a meeting. ● Discussed the request from parent to ban mobile phones from school. <p>Decision: The the Board who do not think mobile phones present a significant problem and does not agree to banning mobile phones.</p> <p>Action: Suggestion that this should go on the website and in the newsletter. It should also be part of the BYOD policy.</p>	

	<ul style="list-style-type: none"> • Student trustees are to be invited to sit on this committee. • Ruth has sent through predicted student results and this will be discussed on 20 November. <p>Te Tiriti Committee:</p> <ul style="list-style-type: none"> • Has not met. <p>Site Development Report:</p> <ul style="list-style-type: none"> • Work has begun on bulk and location to achieve maximum resource. • ID talked to four options. <ol style="list-style-type: none"> 1. We have to build 19 classrooms including CASS which is a priority. 2. When the budget is approved then we will need some deep discussion. 3. The school needs to write a brief about what it needs and wants. 4. Look at what is good for the school and the community. 	action
4.	<p>Resourcing Waioera</p> <ul style="list-style-type: none"> • Given the events of last week and the previous presentation from Sue Poupouare we need to give our budget a bit of a steer. <p>Resolution We recommend that this board direct a budget be allocated to support our third counsellor to a full time basis from 2020 (Ivan Davis/Mary Jane Thompson - passed by consensus).</p>	
5.	<p>Principal's Report: 8.20pm Ivan Davis asked that the meeting go into Public Excluded Business to protect the identity of others. (Ivan Davis/Belinda Drake - passed by consensus)</p> <p>8.40pm: 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)</p> <ul style="list-style-type: none"> • ID has hosted ASSPA members and taken them on a tour of the school. They were very impressed and would like to come back to look at in particular the Science area. • Where blinds have been specified, they will be installed soon. • Staffing. We have several pleasing Science Te Reo speaking applicants. • Jacinda Ardern will be at the Official opening of the new school on 21 February. 	
6.	<p>IET Board self-review</p> <ul style="list-style-type: none"> • Chair will resend. 	

7.	<p>Monitoring</p> <p>Finance</p> <ul style="list-style-type: none"> • Papers are taken as read. • RC particularly liked the summary reporting. <p>Health & Safety</p> <ul style="list-style-type: none"> • CM noticed that there is no report this meeting. • Discussion around not having a H & S Officer at the moment and we do not have the capacity within the school to cover this. • As we go into stage two of the new build we need to advertise the position again. Hopefully this position will be resourced. • ID is directed to produce a report for the next meeting. • In the meantime can the H & S Committee manager this? • We have to have the reporting of incidents and near misses in place and identification of hazards. • Signing off of EOTC needs to come to the board, especially overseas and overnight trips. • The board needs assurance that these things are in place. • Our adoption of School Docs will help here. 	action
8.	<p>Matters Arising from Last Minutes:</p> <ul style="list-style-type: none"> • Another meeting on school docs is planned for tomorrow to deal with the last three components. • Belinda will send through relevant information that she has concerning this to Howard, Paul and Ivan. <p>Resolution: 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. (Belinda Drake/Ivan Davis - carried by consensus)</p>	
9.	<p>ASSC Minutes and Management Committee</p> <ul style="list-style-type: none"> • Minutes taken as read. • At the end of 2018 their finance person left and at the last two management meetings financials have not been completed. • A second person has resigned. This teacher position has yet to be filled. • Could our Finance team help out here? <p>Action: That Paul and Ivan talk to Howard about absorbing the ASSC financial role at WSC.</p> <p>Action: Agenda item for next board meeting.</p>	<p>action</p> <p>action</p>

	<p>Action: Ivan to attend the next ASSC Management Committee meeting if Paul cannot.</p> <ul style="list-style-type: none"> ● Kahu Ako has had a hui for Boards. Several Boards (about 20 people) have attended. A thank you to James and Tracey. <p>Any other Business:</p> <ul style="list-style-type: none"> ● CM asked about ERO. When is this happening next year? ● School Docs should be online by our next board meeting. 	
	<p>Next board meeting: 2 December, 2019</p> <p>Meeting finished 9.30pm</p>	

Ratified: 02/12/2019

Board Chair: Carol Gunn