# 2020/04/20 Western Springs College - Ngā Puna O Waiōrea BOT Meeting held via Google Meet at 6pm

Attendees	
Ivan Davis (ID)	Principal
Carol Gunn (CG)	WSC Parent Rep(Chairperson)
Craig Moller (CM)	WSC Parent Rep
Linda Pirrit (LP)	WSC Parent Rep
Belinda Drake	WSC Parent Rep
Christine Goodes (GS)	Secretary
Helen Long (HL)	WSC Staff Rep
Eruera Lee-Morgan (EL)	Whanau Selected
Rob Coltman (RC)	WSC Parent Rep
Maia McRoberts (MM)	WSC Student Rep
Chris Selwyn (CS)	Tumuaki
Tracey Watkinson (TW)	Waiōrea Staff Rep
Paul Alford (PA)	Principal Support
Howard Blackwell (HB)	Business Manager
Apologies:	Isabella Ashby, Rangimarie Hunia, M-J Thompson
Facilitator:	Carol Gunn

# Eruera opened with a Karakia

	Declarations of interest: Nil	
1	STRATEGIC DECISIONS	
	<ul> <li>2020 Budget: (HB)</li> <li>Our financial position all hinges on what happens with International business.</li> <li>We are looking at 50% down on International students by the end of this year. This equates to \$600K.</li> <li>Joanne is optimistic going into term three.</li> </ul>	

2	STRATEGIC DISCUSSIONS  Principal's Report: (ID) Finance	
	Action: Chair will put forward candidate names as our voting.	Action 4
	Action: After Ivan, Chris, Howard and Tracey have had their meeting about cost cutting measures this then goes back on the agenda for the next meeting.  NZSTA Votes:	Action 3 Agenda item
	<ul> <li>scheme in relation to International support staff.</li> <li>HB will be able to tell us how much we have saved whilst in lockdown soon.</li> </ul>	Action 2
	regard to International students.  International support staff are funded from the revenue that they generate.  Action: RC will have a look at the government subsidy	
	<ul> <li>moment. It is going to take time.</li> <li>HB should be able to tell us when we cross over into deficit by the end of this week.</li> <li>ID noted that the government is doing some modelling in</li> </ul>	
	<ul> <li>CM asked about the 10 point plan in the Principal's Report.</li> <li>HB replied that these are only suggestions at the moment. It is going to take time.</li> </ul>	
	Action: Ivan, Chris, Howard & Tracey to have a meeting to sort this out before the Finance meeting which is planned for later in the week.	Action 1
	not decisions.  ID takes responsibility for not including Chris and Tracey in the discussions.	
	<ul> <li>audit which seemed to be more stringent than normal.</li> <li>TW asked where was the consultation with your co-governance partner when decisions about cost cutting were made.</li> <li>HB replied that these measures were only suggestions</li> </ul>	
	<ul> <li>staff (support staff) who look after domestic students but this is an assumption.</li> <li>HB is meeting with our Accountant on Wednesday this week to firm up cash forecasts for the year.</li> <li>The last few weeks we went through our normal yearly</li> </ul>	
	<ul> <li>we do not get an unpleasant surprise at the end of the year.</li> <li>Whilst in lockdown our costs are lower and HB &amp; ID have looked at cost cutting measures.</li> <li>NZSTA seems to think that the government will support</li> </ul>	
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- ID's Principal's Report has focussed a little bit on where we spend some of our money.
- Some support staff are worried about job security.
- HL asked about the part-time teachers' non-contact allowance. This will probably need to be parked to one side for the moment.
- RC asked to what extent is the winter sports' programme not going to go ahead. This programme will be minimal.
- RC asked if there was scope under the NZEI contract for volunteering to take a proportion cut. ID did not think so.

## Action: ID to look at the contract and report back.

 The Personnel BOT Committee is an option that could be used. RC is happy to be on this committee for this discussion.

#### **Device Access:**

- This has been completed.
- Waiōrea took up the offer to use the Ministry's devices.
   14 in total.
- Across the WSC school, Julie, Gerry and Richard have got the rest of the devices out to about 18 students.
- LP has received a modem which she does not need.
- ID reported that parental feedback has generally been positive about the lockdown.

## Preparing for online learning:

- Letter going out to parents tomorrow to offer enrolment for students who would need to come to school from the 29th onwards.
- The data on how many this involves will be back by this Thursday, 5pm.
- Still working on how students will arrive at school.
- HL noted that some teachers are not too sure how TOD will work.

Action: Ivan to talk to staff at tomorrow's briefing about TOD.

It is our intention that teachers will be online until 11 May.

Action: Carol asked that parents be advised that their child will be doing exactly the same work at school that they would be doing if they were at home. There will be no difference.

 Gerry has sent out a document conveying, that if students are not engaging and being identified as at risk, we will be engaging with the parents. Tracking of students will not stop. Action 5

**Action 6** 

Action 7

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	MM thinks that cameras should be on. At the moment	
	the thinking is to let students turn off their cameras.	
	<ul> <li>HL - we are doing formclass every morning and most</li> </ul>	
	students are showing up.	
	<ul> <li>Any videos should be to a group not one on one.</li> </ul>	
	Action: A survey to be undertaken to find out what	Action 8
	teachers are struggling with.	
	<ul> <li>ID has done a summary of the John Hattie report and will</li> </ul>	
	email this out after this meeting.	
	Tumuaki Report:	
	<ul> <li>Everything that ID has reported on is the same for him.</li> </ul>	
	<ul> <li>Karakia and mihi have been given time at the beginning</li> </ul>	
	of school. Then the form teachers do their formclass.	
	<ul> <li>Tomorrow afternoon Tracey and Chris are having a</li> </ul>	
	meeting with the Ministry about distance learning.	
	<ul> <li>CS will ask kaiako if any of them are having trouble with</li> </ul>	
	the internet.	
	CS will need to get his reinstalled.	
	Student Report:	
	<ul> <li>Maia talked about the stresses of online schooling.</li> </ul>	
	Seniors stressing about NCEA.	
	The amount of work put on Google Classroom is too	
	much.	
	<ul> <li>On a positive note she has instigated an online WSC</li> </ul>	
	community page for students.	
	Action: ID to take her thoughts to tomorrow's staff briefing.	Action 9
	<ul> <li>ID to remind teachers not to put too much up on Google</li> </ul>	
	Classroom.	
	Teachers should make it clear what is essential and what	
	is not essential.	
	<ul> <li>Teachers are learning here as much as students.</li> </ul>	
	The point of formclass in the mornings is to share any	
	concerns.	
	Action: PA to forward counsellers contact details to Maia	
	to go on to several instagram accounts.	Action 10
	G	
	Carol acknowledged Maia's report.	
3.0	MONITORING	
	Health & Safety:	
	nicaltii & Jaiety.	

 LP was at the Grey Lynn Pump Track and saw many children not observing the lockdown rules.

Action: ID to get a message out to parents about observing the rules of a bubble and a message to be put on several Instagram accounts of reassurance to students about NCEA.

- **Action 11**
- Maybe an email could be sent to our local primary and intermediate schools that parents need to be reminded about the rules of a bubble.
- GS has called for Agenda items for the next H & S meeting to be Thursday this week.

Action: GS will send an invite to the new ASSC teacher. Matters arising from previous minutes:

- Reminder to Ivan to submit Annual Plan.
- Te Ohonga Ake will put together a paper on funding for the next meeting.
- Principal and Tumuaki to look at a high level management structure. Will delay this until after lockdown.

# **Future Board Meetings:**

 May 11 is the next scheduled BOT meeting date. This is the same day as the review of Level 3. Let's make this an update meeting.

## Agenda Items next board meeting:

- Next BOT meeting will be May 11 for an update on the level situation.
- Update from Maia and Bella.
- Update from Finance.

### Discipline:

7.40pm: Meeting went into Public Excluded Business to protect the privacy of individuals. (Ivan Davis & Carol Gunn - carried by consensus)

7.45pm: The issue being dealt with satisfactorily, the meeting moved out of Public Excluded Business. (Ivan Davis & Carol Gunn)

# Action: Monthly reports will be given to the Discipline Committee on this matter.

# Correspondence:

 Carol has included a link for MoE Special Bulletins for the perusal of the board.

Action 12

Agenda items 13

Action 14

- We are all looking out for guidance information on Yr 9 and Yr 10 students from the Ministry in regard to lockdown level 3.
- Inner City Principals' Group is organising a meeting with the aim of uniformity across all schools in regard to Yr 9 and Yr 10.

Eruera closed

Meeting finished 7.50pm

Ratified by: Carol Gunn

Date: 11 May 2020