

**2020/05/11 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 (BD)	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
Apologies:	Isabella Ashby, Rangimarie Hunia, M-J Thompson, Howard Blackwell
Facilitator:	Carol Gunn

Helen opened with a Karakia

	Declarations of interest: Nil	
1	STRATEGIC DECISIONS	
	<p>2020 Budget: (ID)</p> <ul style="list-style-type: none"> ● The last Finance meeting was cancelled because there was no update from the Auditors. ● HB has put together a paper on major concerns. ● We have discovered a document related to Covid where schools can disclose that there is heavy reliance on locally raised funds, especially international students. 	

	<p>This disclosure will be submitted with the accounts.</p> <ul style="list-style-type: none"> ● It will be interesting to see what the Budget brings. ● ID has proposed to HB that we establish a staff based task force that reviews all the things we put in place to monitor what we do financially. ● TW wanted it noted that the above was in relation to WSC. Waiōrea has already identified areas where cuts can be made. ● ID, CS, HB & TW have had their meeting. Key things that have come out of that meeting are: we need to be working cooperatively together across both campuses in a co-governance approach and Waiōrea curriculum areas are monitored by TW & CS <p>Action: RC notes that he has spoken with a colleague and it is unlikely that we will be able to avail ourselves of any subsidies. He will however, follow this up again.</p>	Action
2	STRATEGIC DISCUSSIONS	
	<p>Principal's Report</p> <ul style="list-style-type: none"> ● ID is keen to hear the Board's thoughts on how we are going to restart the school? ● 1. Do we adopt a staggered approach and will we be able to take our parent community with us? ● 2. What uptake will we get? ● 3. Is there an expectation to continue with the online learning and would we continue with the online timetable? ● MMc reported that amongst the student body there is a lot of stress in relation to going back to school. ● Stressed that the teachers will up the workload to meet the 60 credit criteria. ● She thinks the staggered approach is a good idea. ● Different year levels going back on different days. ● Transition the learning. MMc thinks it will be easier for the teachers also. ● HL talks about the PPTA survey that 94 teachers have responded to. ● For some they are worried about workload and being too close to other staff. ● There is a worry about hygiene and the cleaning of the school. Whose responsibility is this? 	

	<ul style="list-style-type: none"> ● Another concern is about childcare and elderly relatives living in the same house and themselves. ● The branch wants a clear plan on the cleaning of the school. ● Talked about a staggered entry and would like us to consider shorter school days for a few weeks with one short break. ● MMc has a big concern about leaving the KHLC building because of crowding through the doors. Maybe implement leaving at different times. ● HL thinks if there is a good plan in place the will is there to make it happen. ● PA notes that some staff are worried about the students ability to carry the virus and pass it on to others. <p>Action: LP to look up details and get back to us on what illness are relevant or not if you were to contract the virus.</p> <p>The risk for students seems to be lower than others.</p> <ul style="list-style-type: none"> ● EL thinks a staggered approach would be effective. ● RC says consistency and clarity of the comms is important. Whatever SLT settles on the BOT will endorse it. If we are clear this will give a degree of certainty to staff, students and parents. Allow some time to adapt but have clear messaging. ● CG we need to be compassionate but have a clear plan. ● School community needs to be told that the school is being cleaned appropriately and people should clean equipment before and after they use it. ● LP, CM, HL, CG & EL to have a look at the plan before ID communicates this clearly to everyone. ● MMc agrees that people will accept clear communication. ● ID will come back with a plan tomorrow and put out on Wednesday. This will be reviewed at the end of the first week back. ● HL noted the teachers' anxiety with workload on site and distance learning. There needs to be a scaffolding effect. Maybe get some feedback from HODs in this area. ● CM suggested that there are some people who will have trouble moving around in ways that we may not have envisaged. e.g. buses, trains. 	<p>Action</p>
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	<p>Tumuaki Report</p> <ul style="list-style-type: none"> ● Concerned about getting the focus at level 2 through to the students. ● We need to get whanau and student buyin. Need for signage. Gentle reminders of how we are to operate at this level. ● Antibacterial wipes should be available. Keep the surfaces clean. The first person wipes down the surface and then the next person wipes down the surface. ● Make some digital notices about hygiene. Some student led comms would be good. It is us leading by example as well. ● Message staff about working smarter not harder. They have tried to reinforce this with Kaiako as well. ● CS wanted to acknowledge SLT. Waiorea students who did not have devices were being encouraged to apply to the Ministry for a device. The Ministry did not come through with this (23 students). WSC, SLT and Richard Taylor arranged for WSC devices to be sent out to these students. <p>Action: As a board we need to respond to this. Seven weeks without any device and no access to classwork is not acceptable. RC is happy to help with this. RC will send a draft letter to TW for her to add to. Copy in EL</p> <p>Funding Progress - Te Ohonga Ake</p> <ul style="list-style-type: none"> ● EL - we are working on a panui to frame up for the board and will get this hopefully before the end of the week. <p>Student Report:</p> <ul style="list-style-type: none"> ● No written student report. ● Massive improvement around workload. Found communication reassuring. ● At the last board meeting there was talk around cutting funding to the yearbook. MMc wondered if students could pay for it themselves. ● Ivan - says it is not finalised yet that it will be cut. We will be preparing the year book. 	<p>Action</p>
<p>3.0</p>	<p>MONITORING</p> <ul style="list-style-type: none"> ● Linda reported that she has prepared a draft report for discussion on Waiora. This will go to the Student 	

	<p>Achievement and Well-being Committee to discuss at its next meeting.</p> <p>Health & Safety - nothing new to report.</p> <p>Matters arising from previous minutes.</p> <ul style="list-style-type: none"> • CG went through these. <p>Resolution:</p> <p>That the previous meeting minutes, all verbal and written reports and correspondence be accepted. (Carol Gunn - passed by consensus)</p> <p>Discipline Committee</p> <ul style="list-style-type: none"> • ID has today received an email from the Ministry saying that they will be arranging a meeting with the family concerned. This will be held at the Ministry. <p>AOB:</p> <ul style="list-style-type: none"> • ID reported that the leaks in Admin Block and Waiora are being looked at. • The Ministry has received a \$40,000 quote to replace the Waiora roof. The Ministry is reluctant to spend money because of our next stage of redevelopment. Minister will make an announcement on Thursday <p>Action: Tracey says we still do not have our sign off for building compliance from Argent NZ. She will look into this.</p> <ul style="list-style-type: none"> • CG reports that the solar project seems to be going around in circles. The Ministry does not want any holes put in the roof of the new build. She is awaiting further information from Mercury. <p>CG closed the meeting</p> <p>Next board meeting will be 15 June.</p> <p>Meeting finished 8.01pm</p>	<p>Action</p>
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Ratified by: Board Chair - Carol Gunn

Date: 15/06/2020