



Western Springs College-Ngā Puna O Waiōrea Board Hui Minutes, 26 February 2024 in WSC Staffroom

This meeting was also available via Google Meet for the public.

Item
The hui commenced at 5.05pm
<p>Present (Board Members): Louise Gardiner (Presiding Member, Co-Chair & Meeting Chairperson) Tamati Patuwai - (Te Ohonga Ake member; co-opted Board member; Co-Chair) Ivan Davis (Principal) Jackie Floyd (WSC parent-elected member) Hugo Russell (WSC student-elected member) Kyra TuiSamoa (New NPoW tauira-selected member) Keri Gardner (NPoW whānau-selected member) Pā Chris Selwyn (Tumuaki) Alicia Murray (New WSC parent-elected member) Joseph McCready (WSC parent-elected member) Josie Wall (NPoW whānau-selected member) Robert Pollock (WSC kaiako/kaimahi tautoko-elected member) Asha Vaidya (Board Secretary)</p> <p>Present (non-Board members): Julie Debreceeny (WSC Associate Principal) Sailesh Vaidya (School Business Manager) Brent Reihana (NPoW whānau) Daniel Griffin (HOD - Commerce; Economics & Business Studies) Darna Appleyard (Kai Urungi - NPoW Business Operations Manager) Kylie Cook/John Cook (via Google Meet - joined 5:18pm & left 5:53pm)</p> <p>Apologies: Sarah Tizard (WSC parent-elected member)</p> <p>Absent (Board Members): Mapihi (Emma) Campbell - on medical leave</p> <p>Declaration of interests: None</p>

(5:07pm) - Tamati - mihi/welcome to all for our first meeting for 2024. He thanked everyone for the work from last year with the complaint that we dealt with. We did the best that we could.

(5:10pm) - Karakia (Tamati)

CURRICULUM

(5:11pm)

DISCUSSION POINTS:

- Welcomed Daniel Griffin (HOD Commerce) to the meeting.
- We offer Business Studies and Economics as senior streams - this includes financial literacy. We had to limit numbers at one point due to our teaching capacity. Have five classes. We now have Asia Kennedy teaching in this area. Daniel is focussed on Economics and John Cook is an amazing Business Studies teacher.
- He likes the 2-year journey for the area. Can be more flexible, go more in-depth.
- At Year 11, we have one class (33 students).
- If it grows, then we might need to seek another teacher at around 0.6 FTE.
- At Year 13, we have 17 students. We offer Scholarship for Economics, but not for Business Studies.
- Economics offers big picture, real-world stuff. Also offers important skill sets.
- Business Studies involves teamwork, team dynamics, and product creation. In Year 12, the students make a product. In Year 13, they do the whole thing - create, plan & market.

(5:18pm - Josie Wall joined the meeting)

- There is some crossover of students who take Economics and Business Studies - many Rumaki students take Business Studies.

(5:18pm - Kylie Cook/John Cook joined the meeting via Google Meet)

(5:19pm - Robert Pollock joined the meeting)

- Apologies for the typos in the report.
- Equity index - we are achieving higher than the level from 2023.
- High number of "Not Achieved" - had a high number of non-submissions. Looking at how we scaffold the assessments. High level of "Excellence" for Māori students.
- Business Studies contains real-world skills that can be used in any jobs, (e.g. managing self, resilience, etc).
- Discursive learning is when students bring their own ideas, culture, etc into their learning.
- Some NPoW found the subject a real shock, and it was asked if the subjects had scope for more flexibility? Daniel noted that Business Studies is quite a prescriptive subject. The standards are

prescribed for Economics, but not so much for Business Studies. However, it does depend on the subject. Moving into the new standards will be interesting.

- High pass rates, 85-90% for NCEA L1 Economics. Level 3 grades were high for Economics.
- We are growing big and quickly (30+ students in almost all classes). Our environment is making it tricky and space is an issue. Daniel would like to be able to run a Young Enterprise Workshop, but he can't find anywhere to run it.
- NCEA changes - it takes the 3 teachers to change the course & it's a lot of work. Trying to find experienced teachers in this area is tricky. Ivan acknowledged that it is one of the hardest areas to staff.
- Space and resourcing are the two of the main areas to be aware of.
- The North-East pedagogy (Russell Bishop) was briefly discussed, which is considered the best practice for Māori people.
- Māori small businesses are a growing area. Josie mentioned Amotai, a Māori procurement organisation that businesses can sign up to. Vacancies can often go on this platform first.
- **ACTION - Josie Wall to send Daniel Griffin information about Amotai.**
- Entrepreneurship was briefly discussed - it can be cross-curricular. For example, Food Technology and making a sauce to take to the market. How can it be enhanced? Ivan noted that entrepreneurship is used in the Social Studies curriculum, but is not sure if it will stay with Curriculum Refresh.
- Accounting is no longer offered due to low uptake numbers. Some basic accounting is covered in Business Studies.
- A student can achieve University Entrance (UE) with 14 credits in 3 approved subjects.
- Ivan thanked Daniel and John Cook for what they have done for the area - they have grown it tremendously. Congratulations.
- The Board thanked Daniel for his presentation.

(5:36pm - Daniel Griffin left the meeting)

REQUEST TO SPEAK

The Board received a request to speak from Brent Reihana, a member of the Waiōrea whānau and basketball coach.

(5:36pm)

DISCUSSION POINTS:

- The Board welcomed Brent, who has three children at our kura and a godchild here also. Brent coaches basketball at school. Has worked with Steve Watkinson in the past. Has worked on the Board of Sport NZ's Active NZ.

- He would like the school to consider reinstating the NPoW Sports Coordinator position.
- Brent acknowledges how much work it can put on kaiako, including burnout, etc.
- Last year, we had a lot of away games. Needed buses, refs, etc. Sometimes he had to referee himself and leave the team when we couldn't get anyone. Rule changes also. Is hard to do everything. Huge difference between the first year he coached, and last year.
- Brent doesn't think it's fair on the students and the school when we can't do this well. This person can help prep the coach for the week ahead.
- Kia ora Brent for your comments.
- Tamati also discussed his experience with helping with training and coaching for one of the basketball teams last year. The lack of a coordinator last year affected the morale of the team last year. Some students are not playing this year. The coordinator knows the grades and can place the teams accordingly. Challenges are good, but not when we're losing by huge margins. He feels it is important for NPoW to have this Sports Coordinator position.
- Robert asked if Brent had a good relationship with our WSC Sports Director, Peter McIntyre. Brent replied yes, but things fell down when we had away games. Pete was fantastic onsite. Brent mentioned some rep team tryouts that we didn't know about. Lack of knowledge about rule change was embarrassing. "No sympathy" rule. Sport participation figures are up.
- Robert noted that it would be good for Pete to present to the Board. He did have issues with the previous NPoW Sports Coordinator and we could hear about Pete's experiences. Pete goes out of this way to give all our WSC-NPoW students sporting opportunities.
- The model for NPoW is different to WSC, particularly when it comes to timing of Māori sporting codes and whānau engagement. Waka Ama organisation is currently very messy, for example.
- Pā Chris noted that this is nothing to do with Pete personally - it is about the pausing for the NPoW Sports Coordinator role. He finds the situation unworkable and untenable - this has been raised before.
- For new Board members, it was explained that the previous NPoW Sports Coordinator resigned and that this position has not been re-established to date. This issue needs to be revisited.
- Louise acknowledged the kaupapa of delivering sports at NPoW - sometimes it's different for the two schools. Staffing and management needs to sit with the senior leaders, not the Board. She realises this is a challenge.
- **DECISION** - We need a management plan to have this issue resolved.
- Darna raised the issue about NPoW not receiving the funding it should - the guidance from the MOE is clear. Louise noted that there was no no Board decision to remove that funding, and reiterated that the senior Managers need to fix the problem somehow and come up with a plan.
- When queried if there was an operational change that led to this decision, Ivan explained that the school had a deficit budget of \$800k at the time and money was prioritised, but we need to do more.
- Special Reasons Grant (SRG) and Māori Language Funding (MLF) is specifically for NPoW. Sailesh noted that we have not received any information about the SRG that we will be receiving yet.

- Tamati requested more information or details about the NPoW Sports Coordinator position. Ivan noted that the Sports Coordinator was supported by the WSC Sports Department team (Sami & Rahera). Was designed to invest more hours into the team to help with the running of Sports across both schools.
- **ACTION - (Ivan/Darna) - More scope and details about the NPoW Sports Coordinator position to be shared with Tamati Patuwai (Co-Chair).**
- Pā Chris noted that the stress of summer sports is already happening. Poitarawhiti (netball) trials are already starting. Kaiako are taking their time. Pā Chris is frustrated that NPoW has no voice.

(6:05pm - Pā Chris left the meeting)

- We need to engage on this matter in a different way and the stresses are recognised.
- Ivan noted that Pete has collated statistics for NPoW sports. One of the reasons that the previous coordinator was not replaced was because he wasn't doing his job, as indicated by feedback from kaiako and others. It was agreed that a pause would be taken and it was an opportunity to try to deal with things cooperatively.
- Tamati noted the Kai Urungi (Darna Appleyard) has been tasked with looking at the NPoW Sports Coordinator position. Darna noted that non-performance should be a management decision and she has struggled with the Board's decision to accept this situation. WSC won't run Waka Ama programmes, so this is one example of a disconnect between the kura.
- Louise reiterated that this should go back to our senior leaders.
- **ACTION - Darna to provide some rationale to help Ivan and Pā Chris to further the discussions on reinstating the NPoW Sports Coordinator position.**
- Darna stated that NPoW contests the decision to not re-employ a NPoW Sports Coordinator.
- **ACTION - Ivan and the SLT to reconsider their decision of the pause on hiring a new NPoW Sports Coordinator.**
- Brent noted that it was fantastic to see the co-governance aspects of the school and Board - he know it isn't easy. Thanked the Board.

(6:17pm - Pā Chris left the meeting)

- The Board agreed to get through another couple of items and break for kai around 6:45pm.

STRATEGIC REVIEW

Te Ohonga Ake (TOA)

(6:17pm)

DISCUSSION POINTS:

- The Board undertook a kōrero on the role of TOA.
- TOA met last week but was unable to get to the terms of reference. Will hopefully be able to bring it to the next Board meeting.

- Tamati recommended that Board members should have a look at the Board Drive at a document (*Ngā Rerenga o Te Tiriti: Community organisations engaging with the Treaty of Waitangi* - link [here](#)) & what does co-governance mean to us as a Board (see link to WSC Treaty Co-Governance document [here](#)).
- **ACTION - Board members** to look at documents mentioned above (“ Constitution - Co-Governance” folder in the Board Drive) before the next Board meeting on 8th April 2024.

Strategic plan development

(6:21pm)

DISCUSSION POINTS:

- Louise noted that this is a transition plan, so that we can obtain community feedback. We can then review the draft plan at the end of the year.
- Small working group (Louise Gardiner, Jackie Floyd, Josie Wall) has spent many hours together on this. Wanted to make it manageable with some aspirational elements. Enjoyed the kaiako workshop. There is lots of operational feedback that can be passed on to Ivan and Pā.
- Josie ran an additional workshop with NPoW kaiako and kaimahi.
- We want to do this properly.
- The Board received the working draft of the WSC-NPoW Strategic plan, which contains high-level priorities that the working group would like the Board to consider.
- We won't be there by 1st March 2024, but we might get there by the end of the year. The document is still quite big; it was only attached to the agenda today so members may not have had a chance to look over the document. The Board needs Ivan and Pā Chris to sign up.
- Ivan congratulated the working group - “is an epic piece of work”. A lot of thought has gone into it. SLT looked at today in their weekly meeting; they have some suggestions.
- Julie noted that we can look at what is minuted and have something to present at the Master Planning meeting tomorrow.
- Louise has requested a budget to be set aside for the community engagement work. We might be able to apply for *pro bono* work from an organisation that we missed last year.
- The MoE deadline of 1st March 2024 is likely to be flexible. The goal is to work towards the end of that week.
- Josie offered a mihi to Louise as the driver of this work and who has put in lots of mahi on this.
- **ACTION - Board members** to look at the draft Strategic Plan and offer any feedback.
- More translation throughout the document. The Board would be happy to pay for addressing this.
- Robert noted that our Tumuaki has left, and he feels uncomfortable. We need to find a way forward. Is a big issue.
- Tamati also has some thoughts. We need to be able to talk to each other. He understands Robert's

perspective. Needs to be a tikanga-based process moving forward - is a restorative process.

- Darna noted that if we could solve the NPoW staffing issues, then we could be in a different situation. This resourcing needs addressing.
- Tamati replied that we are addressing the issues. “*Hohou te rongō*” (to make peace) is a process that is matched with the need. What Robert mentioned also needs to happen.
- **ACTION - Tamati will investigate using “hohou te rongō” to find a way forward to address our current tensions within the kura. All Board members are welcome to help. Materials to support this action will be sent out to Board members beforehand.**
- NPoW is going to share the draft plan to capitalise on whānau coming in on Wednesday this week - will be the first of many chances to get feedback.

Draft budget 2024

(6:39pm)

DISCUSSION POINTS:

- Sailesh provided the Board with an update on the preparation of the 2024 budget.
- He has spoken to some key HODs (e.g. Geography, Sports Academy) whose costs can change a lot, particularly with trips, etc.
- The 2023 result is still being audited.
- Sailesh is working with Darna on the NPoW budget, which has some placeholder numbers in it currently.
- Funding is down \$300k. Last year, we had some one-offs and there was some uncertainty.
- Activities costs are up \$140k. Some of this is related to increased International student numbers.
- Looking to increase facility hires.
- We had to keep some of the costs the same - there is no “fat” in the budget this year. Relief teaching costs are going up. In addition, our cleaning costs are increasing with our new buildings.
- Sailesh has also provided an old versus new buildings comparison. Our Property costs include the Spotless team. We are not getting enough funding to keep our new buildings clean. There is no one silver bullet.
- Sailesh is having to ask for more justification these days.
- For the Financial Operations Review for NPoW, we need to look at everything for our schools, and not just Staffing. NPoW is funded to the extent it needs to be. We want the review to include all of the relevant costs that it takes NPoW to operate. Is an equity-focussed review. The MoE had previously indicated that it would undertake this Financial Operations Review last year; the MoE has indicated that the earliest date for this review is April 2024.
- The SRG funding amount has not yet been clarified.
- **ACTION - Louise will talk to Sailesh and Darna regarding any discovery work that we can carry**

out before the MoE comes in.

- Sailesh noted that we are not yet in a position to present a 2024 Budget. We are aiming for 15th March 2024. HODs are eagerly awaiting and calling out for numbers.
- Some items regarding the cleaning costs were moved to Public-Excluded Business (PEB) for commercial reasons.
- **DECISION** - The Board delegated the adoption of the 2024 Budget to the Finance Subcommittee.
- Ivan and Pā Chris are the ones that put up the budget & are responsible for it. They need to be on the same page before the Board can adopt the budget.
- The Board agreed to stop for dinner, and return to the meeting at approximately 7:10pm.

(6:56pm) - Dinner Break

- Karakia mo te kai - Tamati Patuwai

(7:15pm) - Meeting resumed

REGULAR REVIEW

Student progress and achievement

[Student Achievement report - Feb 2024 \(provisional\)](#)

[Dec 2023 Literacy & Numeracy report for Board - Feb 2024](#)

[NPoW 2023 NCEA Provisional Results](#)

[NPoW 2023 NCEA Provisional Results \(Graphs\)](#)

(7:15pm)

DISCUSSION POINTS:

- The Board received the above reports of provisional results from 2023.
- The Board work plan is linked at the top of the agenda for our Board meetings.
- Results at this time of the year are preliminary results. Priority learners are broken down.
- Ivan thanked Julie for the work that she does for this report.
- Dux 2023 (Arushi Gupta) received 5 Scholarships, which is a record for our school. Arushi will be eligible for the Top Scholar Award. Arushi has told Ivan that her younger sister who is a new Y9 at WSC will do better!
- We have a large spread of subjects which our students gained Scholarships for.

- It is reassuring that the teaching we are providing our students is being paid back when we receive such results as a school. We resource teachers with one hour, but they give much more.
- Julie thanked Bella Pomare and Naomi Cusack (both NPoW Tumuaki Tuarua) for the deep dive they have performed for their report. The reports for the next meeting will look at our Māori, Pasifika and Māori in English Medium (MEM) students. The trends across both kura are the same.
- The trend we are seeing is the students who are achieving are doing so really well. Close to 80 credits is nominal for WSC. Then there is a big drop when we look at students with under 50 credits.
- Attendance has an impact on student achievement.
- Many students are not attending exams at the end of the year. This can be an impact of only sitting one paper with an external exam.
- There were no learning recognition credits awarded in 2023, which was the first year since Covid-19 surfaced. During Covid, for every 10 credits, you gained a learning recognition credit. No exam. Could use Derived Grades.
- Level 1/Year 11 Results - if you take out exams, then it is 81%. If you add the exams back in, then it's down to 60+% - this is happening nationally and is not just our schools.
- The students who are not achieving are doing so by a long way.
- We had 30 Northern Health School (NHS) students last year - these students are only at school for a reduced programme. Julie will compare the list of students with under 50 credits with the NHS students to determine any trends/correlations.
- Students who move from a different school can also affect our percentages. We are attracting Year 10- Year 13 students from other schools, and we are having to bring them up to speed.
- Our Year 13s did really well (i.e. in the 84% and above EQI band) - very happy with these results.
- Under the old decile systems, WSC was a decile 8, and NPoW was a decile 3. Now have an Equity Index (EQI) that ranks schools against ones that are similar in funding and needs. The EQI for WSC-NPoW is 416 (i.e. green zone). This is the lowest-funded zone and we lost \$28k in funding when the switch from decile to EQI occurred. The highest EQIs are in the 800's.
- Our Year 12 results are slightly down on what we would like.
- Anyone who has been at school for 70 days (i.e. Term 1), then those students do count in our data.
- Some students have done trades at Unitec. We do what is best for the students, and not necessarily what is best for our data.
- Our current Year 13 students are the ones who were most affected from the Covid years.
- We are also having issues with some of the Year 9 & Year 10 students who were at intermediate school during the Covid years.
- We are currently working with some students who are very close to achieving their Literacy and Numeracy Credits.

- Tupe will speak more about results for Pasifika students at the next Board meeting.
- Merit and Excellence Endorsements are above the national average and EQI. There is a gender imbalance with Excellence Endorsements when it comes to males.
- Feedback from our Student Board Reps (Kyra & Hugo) included: that the study break is not a holiday; some students think they can rest on their internal grades; when sitting two papers, many students didn't attempt the second paper and put all their effort into the first paper.
- Damon King (Principal's Nominee) conducted a survey in 2022 - this showed that 1000 students did not sit their external exams. In 2023, that figure went up by 25%. When looking at papers, there were 985 papers where students were absent, and there were 1300 papers/standards that were not attempted.
- Julie noted that the system has now changed. Four standards - each worth 5 credits each. Total 20 credits.
- Robert noted that there has been a shift for Drama.
- Students are making different choices with NCEA than we as adults would have made for our learning when we were growing up. However, these are not necessarily the right choices.
- We need to keep an eye on our current Year 13s, as their Year 12 results from 2023 were down a bit.
- Literacy and Numeracy is a concern everywhere. Everyone now has to sit a co-requisite of 10 credits each. Reading is ok, but numeracy needs work. If we don't get students with their literacy and numeracy co-requisites, then they will be locked out of all qualifications. Students can re-try as many times as they like.
- Our current Year 10s will sit in their Literacy & Numeracy tests in September. They have to pass the reading & writing tests to achieve literacy. Students who get it, normally get all three (but not always). Has a nationwide impact. Once students achieve literacy, then they have it for good.
- University Entrance (UE) literacy is still there too.

Inclusion and wellbeing

[Inclusion and wellbeing report](#)

["Phones Away for the Day" report](#)

(7:46pm)

DISCUSSION POINTS:

- The Board received an update on the new 'phones away for the day' government requirement.
- Has been a resounding success, with lots of parental support. Students have been very good, in general. We have given the students a lot of warning, and staff are trying hard to de-escalate. Senior students have found it the hardest. System seems to be working, but we don't want any creep back in habits though.

- Feedback from our Student Board Reps (Kyra & Hugo) included: students are mostly complying with the rules; they like that the teachers don't take it straight away at the moment; there are noticeable differences with no phones in class.
- Vinnie (Canteen Manager) has noticed that there is less rubbish after "phones away for the day" started - is an interesting insight.
- Julie spoke to the Inclusion & Wellbeing Report. We have had stand downs already and SLT/HOHs are working hard to manage some of these. Have been a couple of 5-day stand-downs, which is the maximum a student can have in any given term (and no more than 10 days within a school year). Is an automatic suspension if these are breached. 10+ days in a year is also automatic suspension. Some kids are coming from other schools, but some are coming without much background information.
- Managed Moves (MM) students are generally well supported - these are students who are under 16 years who have been excluded from a school within our cluster of 7 schools. We have done our fair share with the MM programme; there are other schools that need to do more. A huge amount of work goes into this programme (including wrap meetings) and many of our staff participate in these meetings, in addition to the Learning Support team. Drugs do not seem to be a big issue for us at the moment (mostly cannabis-related); the problem has declined with the no-phones policy. Vaping seems to be the main problem.

REGULAR REVIEW

Regular reports

Principal's Report

(8:00pm)

- The Board received the Principal's Report.

[Principal's Report - February 2024](#)

DISCUSSION POINTS:

- We have received 34 out-of-zone directed-enrolments from the MoE. Of the 52 students who have been directed to us, 34 are still with us. Kids are generally safer at our school and they find their place here.
- Attendance is generally high.
- Staffing - we are currently 6-8 staff over our entitlement. We are currently looking for a HOD for Te Reo Māori (Ariia Tainui's position). We have just offered a PE Health position for WSC - highly recommended teacher.
- Masterplanning meeting to be held tomorrow. TAPAC roof is getting fixed.
- ERO is engaging with us again, will review NPoW in April. Louise Malins is coming on Thursday. NPoW has a Zoom meeting on 6 March. Phil Douglas is helping the HODs for the deep-dives in their respective area.
- We acknowledged the passing of Glenfield College's Principal, Paul McKinley. Ivan met with their staff today. He was a member of Ivan's Principals' group. He will be greatly missed.

- The purpose of this report that Ivan provides was briefly discussed. Is a good format. Offers opportunities to celebrate successes and identify areas of concern. Is an important part of Board assurance and gives the Board oversight to make other decisions. Attendance data is difficult to separate for the two schools.
- There is currently no information about TOA hui and we should be tabling minutes from those meetings. It was noted that Pā Chris submitted a report via email to TOA at approximately 7pm tonight. There are other issues that need further discussion.
- Darna noted that NPoW is well under-resourced and her budget will show where the resourcing issues lie.

Staff report

(8:16pm)

- The Board received a verbal report from Robert Pollock.

DISCUSSION POINTS:

- The main concern for teachers is class sizes (many 30+ students). We used to try and maintain classes of 25 for practical subjects. He feels for our younger teachers and worries that there is less incentive to stay in the teaching profession.
- For the planned relocatables, 8 classroom spaces with only one toilet seems inadequate. We need to work with TAPAC.
- Staffing Management Committee is regularly meeting.
- There is concern about the Kāhui Ako (KA) roles relating to accountability and transparency. We have two KA Literacy and Numeracy roles, but there has been no input or leadership from people in these roles. The ASL facilitated wellbeing role is given 8 hours per week. There is a bit of resentment from some staff with these KA roles.
- Louise noted that we have tried to get all the KA leaders together in the past, but it was hard. Sometimes you need more time to be able to meet with the KA staff. Knowing what each of the KA staff does would be helpful.
- The Property Management team is feeling left out of the Hall refurbishment work. Ivan is meeting with the team on Thursday this week. MoE is the client for the hall work, not the school.
- Ivan provided information about the class sizes. Year 11 - 101 classes 3 classes over 30 (3%); Year 12 - 103 classes 17 classes over 30 (16.5%); Year 13 - 78 classes with 8 over 30 (10%).
- If the average is greater than 26, then the teacher gets some compensation. Better to compensate as we go through the year - easy to say, harder to do. Robert noted that large class sizes can take their toll on teachers.
- Our FTE is really tight - we are so close to what we are entitled to. There is a bulge in the Year 12 demographic. Year 9s are down demographically. We are going to lose some great teachers - it is very tricky. We are senior-heavy as well. We are 8 staff over. Every school must have this issue. Getting good teachers is hard.

Student report

(8:29pm)

- The Board received a verbal report from Hugo Russell & Kyra TuiSamoa.

DISCUSSION POINTS:

- Class sizes are larger, hard to learn in. Long lines at toilets.
- O-Week this week. Student Council will be getting started soon to help get the student voice. The best ideas will come to the Board.
- NPoW Homework Centre is compulsory. Tuakana (Year 13s) are trying to influence the younger ones. Kyra plans to prepare a structured report for future Board meetings.
- **ACTION - Louise and Julie will create a starter document for the Student Board Reps; they can tweak it for themselves.**

Tumuaki Report - submitted via email at 7:38pm on Monday 26 February 2024.

 2024 Feb BOT Tumuaki report

Health and Safety

(8:33pm)

- The Board received the February H&S report.

[H&S report - Feb 2024](#)

Board committee work

(8:33pm)

- The Board received the draft Finance & Business Services Subcommittee Minutes (20 Feb 2024); the Policy Review Committee (PRC) Report for Term 1, 2024; the WSCW Property Subcommittee Tracking Sheet; and the draft WSCW Masterplanning Meeting Minutes (22 Jan 2024). No questions were raised from these.

[DRAFT Finance Committee Minutes - 20 Feb 2024](#)

[Policy Review Committee \(PRC\) Report - T1, 2024](#)

[WSCW Property Subcommittee Tracking Sheet](#)

[DRAFT WSCW Masterplanning Meeting Minutes - 22 Jan 2024](#)

ADMINISTRATION

Confirmation of minutes of meeting on 4 December 2023

[DRAFT minutes v2- 4 December 2023](#)

(updated 26 Feb 2024) - [Board Decisions & Actions Register](#)

(8:34pm)

- The Board confirmed the minutes of the meeting held on 4th December 2023.
(*Moved/accepted by consensus*)
- There were no matters arising from these minutes.

Board casual vacancies

(8:34pm)

- RECOMMENDATION: That the Board ratifies the decisions made by email on 22 February 2024.

Kaiako/kaimahi tautoko vacancy

This is the position previously held by Whaea Mapihi.


- **DECISION:** That the casual kaiako/kaimahi tautoko vacancy be filled, using the process prescribed in our constitution.

Waiōrea whānau-selected member vacancy

This is the position formerly held by Whaea Tracey Bell.

- **DECISION:** That the Board delegates to Te Ohonga Ake the decisions about approach to filling the Waiōrea whānau-selected position. The two options are: Te Ohonga Ake selects a new member; or a selection process based on whānau hui.
- **DECISION:** Trevor Crosby will oversee both selection processes and provide advice and support, as our kaiāwhina. Trevor's role is to assure the board that the process to fill positions is robust and meets the requirements of our constitution and the Education and Training Act.
- **DECISION** - The Board agreed to ratify the decisions regarding the Board casual vacancies made via email on 22 February 2024.

Board committees for 2024

 DRAFT Board committee membership 2024

(8:35pm)

- The Board reviewed the Board committees and membership for 2024.

DISCUSSION POINTS:

- Sharing the workload would be good.
- Finance subcommittee meets the week before any given Board meeting.

- Joseph McCready is the convener for the Property subcommittee. He is trying to get into a more regular meeting cycle.
- None of our committees have formal delegations. Some of the lower-level work could be done by these committees.
- H&S - there is also a staff committee.
- EOTC Approvals - Kyra offered to join. We look at the high-risk. We lost huge experience with Carol Gunn. We can get them at short-notice. These members need to have some experience. Alicia & Hugo offered to help with this subcommittee.
- Student Behaviour Management - needs to come together at short notice. Can be hard for new members. Getting some experience would be good.
- PRC - Jackie convenes this and does a great job. SchoolDocs has a review cycle that we can use.
- We have enough members already on the Masterplanning subcommittee
- **ACTION - Louise will send reminders to the Board members to sign up for these subcommittees.**

Correspondence

- This section of the meeting involved correspondence related to an ongoing complaint, therefore non-Board members were asked to leave the meeting from this point.

(8:42pm - Sailesh Vaidya and Darna Appleyard left the meeting; Google Meet link was also closed).

- Correspondence has been moved into Public-Excluded Business for this meeting.

PUBLIC EXCLUDED BUSINESS (PEB)

In accordance with Section 48 of the Local Government Official Information and Meetings Act 1987, the public were excluded from this part of the meeting between 8.43pm and 8.55pm to discuss confidential matters. The resolution was passed by consensus.

Confirmation of PEB minutes

The Board confirmed the PEB minutes of the meeting held on 4 December 2023.

(Moved by Ivan Davis/passed by consensus)

There were no matters arising from the PEB minutes from 4 December 2023.

Resumed public business - 8:55pm

(8:56pm)

Karakia whakamutunga - Tamati Patuwai

CLOSE

Meeting closed - 8:56pm

Run time - approx 4 hours

These minutes were confirmed by the Board at its meeting on Monday 8 April 2024.