



**WESTERN
SPRINGS
COLLEGE**



† NGĀ PUNA O
WAIŌREA

Board Hui Rārangi Take

12 August 2024 at 5:00 pm

This meeting will be held **kanohi ki te kanohi**

Venue: WSC Staffroom

Google Meet Link for members of the public
to join the hui remotely

meet.google.com/zum-yviq-osh

The Board will break for kai during the meeting - time to be agreed at the start of the meeting

Item
Karakia tīmatanga
Present Apologies: Robert Pollock. Declaration of interests
REQUEST TO SPEAK
None received as of 7 August 2024.
CURRICULUM
Music The purpose of this item is for the board to receive a report about this curriculum area. Carmel McGill Wright (HoD - Music) will attend for this item.
REGULAR REVIEW
Inclusion and wellbeing - staff wellbeing The purpose of this item is for the board to receive information about actions to plan for, support, evaluate and review staff wellbeing.
Student progress and achievement - 2-year NCEA pathway update The purpose of this item is to receive an update and analysis of the 2-year pathway for NCEA2 for Kura Auraki. Phil Douglas to present.
Student progress and achievement - mid year review The purpose of this item is to receive a mid-year review of student progress and achievement for Kura Auraki and Ngā Puna o Waiōrea.
Policies - Health statement The purpose of this item is to receive an update on the planning for the Health Statement consultation.
STRATEGIC REVIEW
Draft Annual Plan 2024 The purpose of this item is for the board to formally adopt the Annual Plan 2024. The draft plan was received at our board meeting on 1 July, and it was agreed board members would take time to review it before formally adopting the plan. <i>Recommendation</i> That the Board adopts the Annual Plan 2024.
Master plan and property The purpose of this item is to receive an update and next steps on the following development issues: <ul style="list-style-type: none"> ● MoE proposal to establish a CASS satellite at WSCNPOW ● Additional teaching spaces x 4 ● Waiōteao ongoing H&S smell issue

Item
REGULAR REVIEW
<p>Regular reports The purpose of this item is to receive management reports, and optional updates from kaimahi and ākongā members.</p> <ul style="list-style-type: none"> ● Principal's report ● Tumuaki report ● Staff report ● Students' report
<p>Health and Safety The purpose of this item is to receive the July H&S report, and discuss any matters of significance in it.</p>
<p>Board committee work The purpose of this item is to receive and note the minutes of board committee hui that have taken place since our last board meeting.</p> <p>Finance and Business Services Subcommittee - meeting was held on Wednesday 7 August 2024.</p> <p>Policy Review Subcommittee - review and assurance schedule for term 3.</p> <p>Property Subcommittee - tracking sheet updated.</p> <p>Master Plan Steering Group - there has been no meeting of the steering group since February 2024.</p>
ADMINISTRATION
<p>Confirmation of minutes of meeting on 1 July 2024</p> <p><i>Recommendation: That the Board adopts the minutes of the meeting held on 1 July 2024.</i></p> <p>Matters arising</p>

Item
<p>Confirmation of school term dates for 2025</p> <p>The purpose of this item is for the board to agree term dates for 2025.</p> <p>The proposed term dates are:</p> <p>Term 1, 2025 [11 weeks; 50 full days if 7 Feb & 9 Apr 2025 dates approved] - starts Tues 28 Jan 2025 (ToD); ends Fri 11 Apr 2025</p> <p>Board approval required for Fri 7 Feb 2025 (day after Waitangi Day) and Weds 9 Apr 2025 (for Senior P/T/S interviews).</p> <p>Term 2, 2025 [9 weeks; 41 full days] - starts Mon 28 Apr 2025; ends Fri 27 Jun 2025.</p> <p>Board approval required for Tues 13 May 2025 (for Junior P/T/S interviews).</p> <p><i>N.B. Good Friday - 18/4, Easter Monday 21/4, Easter Tuesday 22/4 and ANZAC Day - 25/4 all during term break.</i></p> <p>Term 3, 2025 [10 weeks; 50 full days] - starts Mon 14 Jul 2025; ends Fri 19 Sep 2025.</p> <p>Term 4, 2025 [10 weeks; 49 full days] - starts Mon 6 Oct; Fri 12 Dec 2025.</p> <p>This meets the legislative requirements for the number of half days prescribed for secondary schools (380 half days every year):</p> <p>50+41+50+49 = 190 full days (380 half days)</p> <p>Recommendation: That the board adopts the proposed term dates for 2025</p>
<p>Correspondence</p> <p>The purpose of this item is to receive any correspondence sent to or from the Board since the last meeting.</p>
<p>PUBLIC EXCLUDED BUSINESS (PEB)</p>
<p>Confirmation of Public Excluded Business (PEB) minutes</p> <p><i>Recommendation: That the Board adopts the PEB minutes of the meeting held on 1 July 2024.</i></p> <p>Matters arising</p>
<p>Concerns and complaints</p> <p>The purpose of this item is for the Board to review concerns, complaints and OIA received by the Principal, Tumuaki and Board.</p> <p><i>Recommendation:</i> That concerns and complaints received by the Principal and Tumuaki and managed by them in accordance with our Concerns and Complaints workflow, be recorded in the register.</p>
<p>Any other business</p>

Item
Resume public business
CLOSE
<p>Comments on meeting procedures and outcomes</p> <ul style="list-style-type: none"> • Were we effective? • Was the information provided to the board for this meeting effective? • Was my contribution effective? • How could we improve?
Karakia whakamutunga
Meeting run time - approx 3 hours