



## Western Springs College-Ngā Puna O Waiōrea Board Hui Minutes, 24 February 2025 in WSC Staffroom

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

Item
The hui commenced at 7.01pm Karakia tīmatanga
<b>Present (Board Members):</b> Louise Gardiner (Presiding Member, Co-Chair, WSC parent-elected member) Ivan Davis (Principal) Pā Chris Selwyn (Tumuaki) Brent Reihana (NPoW whānau-selected member) Kat Poi (NPoW whānau-selected member) Josie Wall (NPoW whānau-selected member) Joseph McCready (WSC parent-elected member) Alicia Murray (WSC parent-elected member) Sarah Tizard (WSC parent-elected member) Jackie Floyd (WSC parent-elected member) Robert Pollock (WSC kaiako/kaimahi tautoko-elected member) Rewa Worley (NPoW kaimahi tautoko-selected member) Jojo Lewis (WSC taura-elected member) Kyra TuiSamoa (NPoW taura-selected member)
<b>Present (non-Board members):</b> Asha Vaidya (Board Secretary) Julie Debreceny (Associate Principal) Sailesh Vaidya (School Business Manager)
<b>Apologies:</b> Tamati Patuwai (Co-Chair; co-opted Board member)
<b>Declaration of interests:</b> None
<b>REQUEST TO SPEAK</b>
None received

## STRATEGIC REVIEW

### Student progress and achievement

(7:03pm)

The Board received a report on the preliminary 2024 NCEA results with analysis breakdown for priority learners (including MEM learners), as well as literacy and numeracy achievement data and analysis. Jess Sinclair was unable to attend tonight's meeting and offered her apologies.

[2025 MEM Board Report/Action Plan \(from Jess Sinclair\)](#)

[T1, 2025 - 2024 Provisional NCEA Results](#)

#### ACTIONS

- **Julie** will find out if any NPoW ākongā were gifted laptops in the recent round of the device gifting scheme.
- **Julie/Louise** to request that Jess Sinclair present a more detailed analysis on the outcome of the change to EQI at a future meeting.

### Annual Plan 2025

(7:18pm)

The purpose of this item is for the Board to adopt the Annual Plan for 2025.

[Final draft Annual Implementation Plan 2025](#)

The Annual Plan is the management plan that sets out how our Strategic Plan will be delivered in 2025. The Board is required to have an Annual Plan and it should be published by Monday 31 March 2025.

#### POINTS TO CONSIDER

- Is the Board spreading itself too thin? Does the Board instead need to focus on specific things?
- While we have both a Principal & Tumuaki, in reality & legislatively, there is only one Principal/CEO for School #48 (Western Springs College-Ngā Puna o Waiōrea). Louise has discussed delegations with Tamati and NZSBA; the Board can already delegate to the Tumuaki the same way that it does for the Principal.
- Pā Chris would like to know what the expectations of him as the Tumuaki are, and what he is resourced to do? What can the Board do collectively to lift the mana of our Tumuaki, within the current parameters?
- Te Ohonga Ake (TOA) are currently developing its terms of reference. How does this work come into our mahi at the Board level?
- Targets put in the Annual Plan are what the Board holds the Principal accountable for; these targets are not aspirational. The Board should have a realistic comparison, and figures from 2023 & 2024 can be used as a benchmark.
- The Board could consider removing the "Lead" column, and then adopt the plan as proposed. There is still some data that needs populating.

- We have some whānau members who would like to be part of a working group focussed on the WSCW Strategic Plan. The Board can consider how best to involve interested people.

#### **ACTIONS**

- **Louise** will share with the Board work that she has already carried out regarding the delegations & then ask for volunteers from the Board to assist with progressing this mahi.
- **Ivan** will work with the SLT to amend the figures to achievable targets, cull some of the objectives (but keep some of the associated comments) and then bring these back to the Board. The “Environment” goal on page 12 of the Draft Annual Implementation Plan needs to be filled in. The changes will be marked in yellow.

Louise thanked everyone who had contributed to this piece of work to date.

#### **Budget 2025**

*(7:59pm)*

The Board received the proposed annual budget for 2025.

[Final draft annual budget 2025](#)

[2025 Budget Drivers - Final](#)

[P&L Summary - Annual 2025 Budget](#)

*(8:01pm - Pā Chris stepped out of the meeting to take a phone call)*

#### **Main Discussion Points:**

- The process by which the draft budget is put together and subsequently shared with HODs & SLT was briefly outlined.
- It was acknowledged that operating without a budget was not a position the Board wishes to be in.
- Sharing of this information at whānau hui was important to Pā Chris; this was agreed by our NPoW Board members.
- The timeliness of Board papers was noted; the Board ideally should have these papers 5 days in advance of any given Board meeting. TOA hui have now moved to Wednesdays before any given Board meeting. Asha requires advance notice if certain papers are required for the TOA hui.

#### **DECISION**

- The Board agreed to adopt the Budget 2025.
- The Board noted that the outcomes of the MoE funding review may mean adjustments are made to the budget later in the year.

#### **ACTION**

- **Brent** will advise Pā Chris of the Board’s decision regarding the 2025 Budget. **TOA** will discuss the budget, and subsequent sharing of the information with whānau.

The Board thanked Sailesh for his report.

#### **CASS proposal**

*(8:24pm)*

The Board received a verbal report from the Principal, requested by the Board, in order to make a decision on the proposal to establish a CASS satellite at WSCW.

#### Main Discussion Points:

- Ivan recapped for the Board the journey taken over the past 5 years, including discussions with staff and the CASS Principal. A possible shift in site to the front of the school near Waiora was also proposed to the MOE, as per Stage 4 of the Master Plan.

*(8:31pm - Pā Chris briefly returned & then left the meeting)*

- After consideration of all parties, Ivan proposes that the impact of CASS on our school is too great & there are too many compromises that we would have to make. Any space given to CASS could compromise space for more relocatable classrooms in the future. However, we are trying not to use spaces allocated in the Master Plan.
- A lot has changed in the past 5 years and the Board agreed to consider the CASS proposal when there was a Master Plan; this is no longer the case. The MOE has assured Ivan that it would not go against the Board's final decision.

#### DECISION

- After extensive consideration, the Board does not support the proposal to establish a CASS satellite at WSCW.

#### ACTION

- Ivan will convey the Board's decision to the MOE regarding the CASS proposal.

### REGULAR REVIEW


#### Regular reports

*(8:39pm)*

The Board received management reports, and optional updates from kaimahi and ākongā members. The reports were taken as read.

#### Principal's Report

[Principal's Report - Feb 2025](#)

 SchoolDocs 2025 BoardAssurances.pdf

#### Staff reports

[Staff report, 22 Feb 2025 - Robert](#)

A verbal report from Rewa was also received.

- NPoW kaiako & kaimahi have commented & shared that it has been a great start to 2025.
- In relation to Te Matatini & Polyfest, Rewa asked what assistance or support could be provided to NPoW kaimahi during such kaupapa? These are more like co-curricular activities & there are strains on kaimahi when working long hours.

**ACTION - Louise** will share with Rewa the information in the Strategic Plan that acknowledges this.

Kaimahi are able to contribute from the Annual Plan perspective.

- Julie offered to consider ideas from NPoW kaiako/kaimahi, and to see how the school could help within our current measures (e.g. use Staff-related costs). However, payments are not permitted.
- TOA also relies on information from Pā Chris about what NPoW needs are. They want to be able to pre-empt these supports & allow for them in budget considerations.
- Rewa queried if there was an engagement plan to facilitate more meaningful interactions between the Board & NPoW kaimahi/kaiako?
- Overcrowding in Waioteao is still a concern, especially on level 1. NPoW SLT are aware of the issues, but there is no space anywhere. All solutions are being considered.
- **ACTION - Rewa** to report back to NPoW kaiako that SLT is trying to address the space issues in Waioteao. Rewa to also provide Julie with a written report (or photo) of the kaiako/kaimahi comments.

### Student reports

[Kyra T - Feb 2025 report](#)


[Jojo Lewis - Feb 2025 report](#)

### Health and Safety

(8:53pm)

The Board received the H&S report for February 2025.

- **ACTION - Asha** to fix the link to the original H&S Report - Feb 2025 & replace with pdf version.

 H & S Board Report February 2025.pdf

- Rob noted that staff were dissatisfied that there is no flexibility in the incoming relocatables (i.e. four classroom spaces), particularly given that we are likely to have these for a long time.

### Board committee work

(8:56pm)

The Board **received** and **noted** the minutes of Board committee hui that have taken place since our last board meeting. Taken as read.

**Finance and Business Services Subcommittee** - meeting on 20 Feb 2025.

[DRAFT Finance Committee minutes - 20 Feb 2025](#)

**Policy Review Subcommittee** - This committee has not met yet in 2025.

**Property Subcommittee** - This committee has not met yet in 2025.

[Link to WSCW Property Subcommittee Tracking Sheet \(live doc\)](#)

### Main Discussion Points:

- An update on the audits was requested. The 2021 accounts are due to be signed off shortly. **ACTION - Sailesh** will find out when these audits will be signed off.

- PRC items for review will be published in the upcoming newsletter; these have been sent to Asha.

## ADMINISTRATION

### Confirmation of minutes of meeting on 9 December 2024 (Mtg 8)


(8:57pm)

[Board Decisions & Actions Register](#) - (updated 22 Feb 2025)

- **DECISION** - The minutes of the meeting held on 9 December 2024 (Mtg 8) will not be adopted at tonight's meeting.

### Board elections and selections 2025

(8:58pm)

 [School Board Elections 2025.pdf](#)

The board discussed the Board elections and selections taking place later this year, and the need to appoint our returning officer/kaiāwhina.

#### Main Discussion Points:

- Electronic voting will be available for the WSC elections this year, which will take place in September 2025.
- We could have a high turnover of members this year as the following positions are up for election/selection in Sept 2025: Brent Reihana & Kat Poi (for NPoW selection - who replaced Tracey Bell and Keri Gardner mid-term); Robert Pollock (WSC staff) & Rewa Worley (NPoW kaiako/kaimahi); Jackie Floyd, Sarah Tizard & Joseph McCready (WSC parent-elected representatives).

#### **DECISIONS**

- The Board appointed Trevor Crosby as our Returning Officer/Kaiāwhina for 2025.
- The Board appointed Asha Vaidya as our Returning Officer/Kaiāwhina for ākongā election/selection for 2025.

### Correspondence

(9:01pm)

[Correspondence folder for 2025/02/24 \(Mtg 1\)](#)

The Board received the correspondence sent to or from the Board since the last meeting (9 December 2024). Taken as read. Accepted by consensus.

## 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 9.01pm and 9.08pm to discuss confidential matters. The resolution was passed by consensus.**

**Resumed public business - 9:08pm**

(9:09pm)

Karakia whakamutunga - Rewa Worley

**CLOSE**

**Meeting closed - 9:09pm**

**These minutes were confirmed by the Board at its meeting on Monday 31 March 2025 (Mtg 2, 2025).**

***These minutes are a true and accurate record of the meeting held on Monday 24 February 2025.***

\_\_\_\_\_ Louise Gardiner (Presiding Member)