



Western Springs College-Ngā Puna O Waiōrea Board Hui Minutes, 1 December 2025 in WSC Staffroom

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

Item
<p>The hui commenced at 5.05pm Karakia tīmatanga & mihi - Tamati Patuwai Waiata - <i>Te Aroha</i></p> <ul style="list-style-type: none">• The Board sends its aroha to Louise who is away at present, and her presence is missed.• Thanks to Alicia for stepping into the Acting Presiding Member role.
<p>Present (Board Members): Alicia Murray (Acting Presiding Member; WSC parent-elected member) Ivan Davis (Principal) Pā Chris Selwyn (Tumuaki) Tamati Patuwai (Co-Chair; co-opted Board member) Josie Wall (NPoW whānau-selected member) Bryony West (WSC staff-elected member) Andrew Beuth (WSC parent-elected member) Gordon Harcourt (WSC parent-elected member) Brent Reihana (NPoW whānau-selected member) Linnae Pohatu (NPoW whānau-selected member; first meeting) Jojo Lewis (WSC tauria-elected member) Milan Moala (NPoW tauria-selected member) Daniel Haines (WSC parent-elected member) - <i>arrived ~5:20pm</i></p> <p>Present (non-Board members): Asha Vaidya (Board Secretary) Julie Debreceny (Associate Principal) Sailesh Vaidya (School Business Manager) Naomi Cusack (NPoW Tumuaki Tuarua) Tracey Bell (NPoW whānau; Te Ohonga Ake) Keri Gardner (NPoW whānau; Te Ohonga Ake)</p> <p>Apologies/Absent: Louise Gardiner (Co-Chair, WSC parent-elected member; whānau commitments) Richard Anderson (NPoW kaimahi tautoko-selected member; on Hawaii trip) Tamati Patuwai - <i>needs to leave by 7pm</i></p>

Declaration of interests: None

Welcome to our new Board member - Linnae Pohatu (NPoW whānau-selected member)

(5:17pm)

- Tamati thanked Linnae for coming on board to Te Ohonga Ake (TOA) and the Board.
- Round the table introductions were made.
- Linnae offered her mihi to the Board. Both her husband and son are named Tamati, and she is from the East Coast as well as the deep South. Linnae has worked for many years as a Director Māori, and she has also worked on Treaty settlements in previous years.

REQUEST TO SPEAK

There have been no requests to speak, as at 28 November 2025.

STRATEGIC REVIEW

Confirming Alicia Murray as Acting Presiding Member

(5:24pm)

Board members were emailed on Friday 21st November 2025 asking to reply by return email to Asha Vaidya (Board Secretary) affirming their decision to endorse this appointment.

- **MOTION/DECISION** - To approve Alicia Murray to the position of Acting Presiding Member until the February 2026 meeting (Mtg 1).

(Moved by Ivan Davis/Seconded by Pā Chris Selwyn); passed unanimously

- Alicia offered her thanks to the Board for their vote of confidence.

Draft Annual Implementation Plan 2026

(5:26pm)

The Board received and discussed the draft Annual Implementation Plan for 2026, including the Action Plans for our Māori in English medium (MEM) and Pasifika students/ākonga.

[DRAFT Annual Implementation Plan 2026 \(detailed version\)](#)

[DRAFT Annual Implementation Plan 2026 overview for staff](#)

[DRAFT MEM Action Plan 2026](#)

[DRAFT Pasifika Action Plan 2026](#)

Main Discussion Points:

- These plans are aligned with our Strategic Plan, which stays in place for 2026. Our next Strategic Plan will reflect from 2027 and beyond.
- These are a work in progress, and SLT welcomes any feedback from the Board. The items in blue are what SLT is still thinking about. SLT is trying to make them more manageable, and some of them are based on government initiatives.

- The Strategic Plan is a Board document, whereas the Annual Implementation Plan (AIP) outlines the priorities for the WSC-NPoW SLT.
- The current Strategic Plan was only intended to be a transitional plan. The Strategic Plan determines the order of priorities set within the AIP, and the key priorities for 2026 need to be clearly identifiable.
- The AIP will incorporate a manageable number of items carried over from the Strategic Plan. As per previous guidance from the Board, SLT has been asked to put more realistic targets into the AIP, which is what they will be measured against. These goals are not necessarily aspirational. Achieving academic success is one of the SLT's "business as usual" targets.
- Literacy & numeracy, and attendance, are nationwide challenges.
- Co-governance is a multi-year target for the school, and Mana Ōrite was prioritised within our current Strategic Plan.
- Using our new Board member, Linnae Pohatu, would be appreciated for the Strategic Planning subcommittee. Any Board member can email through their comments regarding the Strategic Plan to the Chair email. We also have some NPoW whānau who are keen to join a steering committee for the Strategic Plan.
- **ACTION - Alicia** will remove mention of the Central Auckland Satellite School (CASS) from the Strategic Plan for 2026.

POINTS TO CONSIDER

- Getting the community voice (students, teachers/kaiako, staff/kaimahi, and whānau) on the Strategic Plan remains a focus, and it could help the Board to narrow down the foci. How we carry out this community engagement has yet to be finalised.
- The Board needs to decide on the plan for 2026 and there is Board permission to pare it down. It should think about creating a new, refined Strategic Plan. A "plan on a page" is a good target to aim for, which could help make it more user-friendly and practical.

WSC-NPOW Attendance Management Plan 2026

(6:16pm)

The Board received and reviewed the draft WSC-NPoW Attendance Management Plan for 2026.

This paper needs to be ratified by the Board in the first meeting of 2026 (Feb) as a result of the changes to the Education Act. Our Associate Principal, Julie Debreceeny, has been working with the MOE attendance advisor, our Heads of Houses (HOHs) and Academic Directors. Both WSC and NPoW processes are captured in the draft plan.

[DRAFT WSC-NPoW Attendance Management Plan \(AMP\) for 2026](#)

Main Discussion Points:

- Thank you to Julie for all the mahi that she has put into this.
- We need to have 94% daily attendance to make this target. Most public schools achieve between 45% and 55%. WSCW was the only school to show an improvement in attendance (i.e. 7% increase). This is mostly due to our Attendance Officers in both WSC and NPoW, who follow up on

all of the chronic non-attendees. Our Heads of Houses (HOHs), Deputy Principals (DPs) and whānau teachers also follow up with chronic non-attendees. The current 80% target is a “lofty goal”.

- NPoW whānau get a letter about their child’s attendance every Friday. Sickness is taken into account. Keri Gardner (present at this meeting) was asked for her comments. She noted that these emails are sent out on Sunday evenings and these have resulted in a positive change (i.e. Mondays look good now!).
- Springs families need some education about our attendance targets and how these will be reported, before we can send out these regular attendance letters.
- An important process is that parents/whānau must phone in their child’s absence. When we lift that, then we can achieve the target of a 10% improvement in attendance.
- The school receives government funding to deal with chronic non-attendees. However, government funding for the Attendance Officer positions has not been continued for 2026. SLT has committed to continuing these roles for both WSC and NPoW, given the benefits that we have seen.
- **DECISION** - Approval of this WSC-NPoW Attendance Management Plan for 2026 will take place at the first Board meeting in February 2026.

Strategic Planning Committee

(5:52pm)

The purpose of this item is to review and, if possible, confirm terms of reference for the Strategic Planning Committee, including confirming Te Ohonga Ake (TOA) membership of the committee.

Main Discussion Points:

- This is going to be an important and large piece of work, and it will be important to establish these subcommittees.
ACTION - All Board members should add their name to this draft [2026 Committees document](#) in the Board Drive.
- New members are not expected to drive these subcommittees.
- **DECISION** - Josie Wall is willing to be the convener for the Strategic Planning Committee. Linnae Pohatu, Pā Chris Selwyn, Ivan Davis, Gordon Harcourt, Bryony West, Milan Moala and Jojo Lewis also agreed to join this subcommittee.
- **ACTION - Josie Wall** will look into the Terms of Reference for the Strategic Planning Committee.
- It would also be good for Matua Richard to be on this committee to represent the NPoW kaiako voice. We want to make sure we hear the voices of all sectors of our community.
- The Board will work on this early so that it can be set up for 2027; we want the new Strategic Plan to be more focussed and achievable.
- Thanks to all those who have volunteered.

Alternative Constitution review

(6:07pm)

The Board reviewed the terms of reference (submitted by Daniel Haines) for the Alternative Constitution review Committee, including confirming Te Ohonga Ake (TOA) membership of the committee.

[Draft Alternative Constitution Review - Terms of Reference \[from Daniel Haines\]](#)

Main Discussion Points:

- Thank you to Daniel for drafting these terms of reference.
- Alicia Murray agreed to being the convener for this subcommittee. Pā Chris would like to put forward Matua Richard as a TBC member. Other people who could potentially help the Board with this work include Margie Tukerangi (Ngāti Whātua Te Kaipara) and Ray Webb (who helped the school with the current co-governance work).
- **DECISION** - The Alternative Constitution review Committee will comprise Alicia Murray (convener), Daniel Haines, and Brent Reihana.
- The Board would require regular reports from the Strategic Planning Committee and the Alternative Constitution review Committee - this should be included in the terms of reference for these committees.

Draft Budget 2026

(6:07pm)

The Board received and reviewed the draft 2026 budget.

[DRAFT 2026 Annual Budget for Board meeting \(1 Dec 25\)](#)

Main Discussion Points:

- Ivan noted that there are complexities to running our school like ours, and the budgets that we allocate. Learning resources are the biggest component, followed by staffing costs.
- An operating surplus is planned before depreciation.
- We are disciplined with the management of our capital assets (chairs, tables, screens etc), the only assets we have purchased is for roll growth and new teaching spaces.
- An extract of the Tumuaki report relates to the NPoW budget; a huge amount of work has gone into this.
- Sailesh Vaidya (School Business Manager) spoke to the report. An operational deficit of \$248k is shown for the year. Depreciation is only an accounting transaction (i.e. non-cash transaction that has no impact on our bank balance).
- We are trying to reduce our cleaning costs in the coming year. We will be undertaking a cleaning tender process for the rest of WSC; a \$50k reduction has been budgeted. There is an existing cleaning contract in place for NPoW.
- A change in our insurance company could result in a possible adjustment of \$7k.
- KINDO has helped bring in extra funds for the school; we have had \$21k come in from previous

years (i.e. billed from 2022 onwards) which we would have never had recovered from the previous system..

- Cleaning is our second highest cost item, behind staffing. Our two- and three-storey buildings contribute to these high costs, which have increased dramatically. The Operations Grant has not been increased to the same extent to look after these new buildings. Previously our cleaning costs were approximately \$485, but our current costs are \$610k. Our cleaning tender will allow for the same service as we currently receive, rather than reduced cleaning. There is potential for large areas (e.g. gym, Te Rehu) to be cleaned with robots. There is also potential for the robots to be powered from our solar panels.
- We are a Living Wage school and we want assurances that Spotless (now Dimeo) is paying our workers the Living Wage, at least. Sailesh has asked, as has Ivan.

ACTION - Sailesh to seek assurance from Dimeo that they are paying our cleaners the Living Wage.

RESOLVED - Dimeo had confirmed at the Cleaning Tender interview on the 2nd February that they are paying their cleaners the living wage pay rate.

- We are fortunate to have as many International students as we do at WSC; it would be debilitating for schools without this income stream. The drop in International students shown is related to students leaving. We need to balance this reduction with teaching and learning costs.
- We have had investment into our ESOL programme.
- The Board needs to be getting regular financial reports; the recent disruption in Finance subcommittee meetings was noted. Andrew Beuth has volunteered to be the Board member/convener of the Finance subcommittee.
- Sailesh noted that our IT Manager has concerns around our IT equipment, computers and screens; this is one area that has been run down. Our Media Department needs should be manageable. The MOE has extended the life of teacher/kaiako laptops from 3 years to 4 years.
- Our HVAC system has a 10-year lifespan; this will be a significant cost when it needs replacing. This will be a good thing for the Property subcommittee to factor in their work.
- Cyclical maintenance costs - annual projections for these could be considered by both the Finance subcommittee and the Property subcommittee.
- We do keep money aside for such costs. We have a 10-year property plan (10YPP) with the MOE, and the 5-year agreement (5YA) falls out of this. Does not include furniture.
- Upkeep of buildings was briefly discussed. Exterior painting of Te Horo was not done before now; this is set for 2027. Roof & cladding has a 20-year lifespan.
- **DECISION** - The Board agreed to look at the cyclical maintenance schedule, going forward. The Property subcommittee will also be involved, but aspects from this schedule will also come into the budget.
- NPoW budget drivers - this is only the “big picture” at present. More detail will be presented next year.
- Current members of the Finance subcommittee include Ivan Davis, Pā Chris Selwyn, Brent Reihana (also Te Ohonga Ake [TOA]), Bella Pomare (NPoW kaiako), Sailesh Vaidya, Hasina Naran

(Accounts/Finance Officer), Daniel Griffin (WSC staff) and Asha Vaidya (minute taker). Tracey Bell and Bob Irvine have also offered to be the TOA representatives. As mentioned earlier, Andrew Beuth will be the Board convener for the Finance subcommittee in 2026.

- Ivan and Sailesh can make recommendations for the budgets, which the Finance subcommittee can then review and report back to the Board.
- There are no previous terms of reference for this subcommittee; is more historical in its makeup. Alicia is happy for non-Board members to be part of this subcommittee. Sailesh is the usual convener from the school, and he will work with Andrew Beuth as the Board's chosen convener.

(6:55pm) - Dinner break

Karakia mō te kai - Tamati Patuwai.

Thanks to Vinnie for our delicious kai.

(7pm - Tamati Patuwai left the meeting during the dinner break)

(7:24pm) - Meeting resumed

REGULAR REVIEW

Regular reports

(7:24pm - Google Meet was not restarted after this time as no one had logged in during the evening)

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

Management Report

[Management Report - Nov 2025](#)

Tumuaki Report

[Tumuaki Report - Nov 2025](#)

[DRAFT NPoW Budget Drivers 2026](#)

[NPoW Budget Background document](#)

Student reports

Jojo Lewis - [Jojo Lewis student report - Nov 2025](#)

Main Discussion Points:

- **Management Report** - Ivan highlighted the bank staffing information, which is a testament to our Pay Clerk's great work & management in this area. The Board also congratulated Ivan on the impressive bank staffing numbers - it's great to see.
- Data from the Principal's Nominee have shown that the overall rates of Merit (M) and Excellence (E) grades have been the same, as with the Achieved (A) grades. Our numbers are tracking a bit higher than previous years. The Year 12 Pasifika student literacy credits are currently lower than usual, for a range of reasons. Some are part of the 2-year journey to NCEA Level 2, and some are related to NCEA Level 3 being the pathway of focus. Keeping students in school helps to improve these literacy credit rates.
- There is a small percentage of Year 13 students who do not have their literacy/numeracy credits.

The school teams are trying to address this by offering optional standards, but these can't be used as co-requisite credits. The goal is always 100%. All of these students are on individual education plans. To date, every student has been required to sit the Common Assessment Activities (CAAs) in order to achieve their literacy and numeracy credits that are required to achieve their NCEA qualification. This changed a couple of years ago, and the CAAs will now form the basis of the new Foundation Award; this will be in place for 2028. NPoW ākonga can get their CAAs in Pangarau and Te Reo Rangatira (TRR).

- Ivan offered a final thank you to PAG for their fabulous Christmas lunch, and to all those involved.
- **Tumuaki report** - Pā Chris was thanked for his great report and he also confirmed that 2026 will be his last year as Tumuaki for NPoW. This year marks his 25th year as Tumuaki, and he intends to "leave as a fresh faced individual"! Pā Chris confirmed that he was happy for his report to be made available to the public.
- The NPoW budget drivers are a work in progress, but there is some clear direction. Pā Chris is not sure the document will be finalised before the February 2026 Board meeting, but it will hopefully be close.
- Recruitment and retention is always hard for NPoW, and this might need to be looked at (including recruitment of the new Tumuaki for 2027).
- It is hoped that resources for TRR will be part of the 2026 NPoW budget; the TRR team is young and we may need to consider retention of them. The great results in Pangarau were also noted.
- NPoW kaiako will start back on 23 January 2026.
- On behalf of the Board, Alicia thanked Pā Chris for all that he has done for NPoW.
- **WSC Student report** - Thanks were offered to Jojo for his report.
- Jojo queried the motivation for the combined Y12 + Y13 format for the senior Special Awards prize-giving this year. Ivan noted that it was intended to be inspirational for Y12 students, and to see what prizes they could potentially leave with as a Y13. The main ceremony was actually a bit shorter, and the subject prizes were transferred to the house ceremonies. Ivan acknowledged that it felt rushed to some, and the SLT will do some work into how we can improve this in 2026. Ivan added that our 2024 Special Awards ceremony felt emptier, and he wanted to encourage big crowds to attend - standing room only is a good thing! There was no reduction in the Special Awards, but instead a slight increase in the Y13 awards presented.
- Jojo also requested that exam conditions be enforced more in 2026. Fireworks outside the gym this year were unacceptable and this should be prevented in future. Pigeons in the gym during exams were also a distraction for the affected students.
- Jojo noted that students are generally happy to be out in summer weather, and noted that Spirit Week, Sustainable Christmas Market Day and Junior Arts Festival (JAF) were all great events to end the year.
- **NPoW ākonga report** - Milan noted that the Amazing Race event in NPoW was awesome. Was great from an older/expert/peer student (tuākana) perspective and showing the younger students/ākonga (tēina) the way. Some Y13s were disappointed that they weren't included.
- **WSC Staff report** - Bryony noted that teachers are working hard on the new curriculum; the ones for English and Mathematics have been produced and these will be implemented in 2026. The

HODs Day held this week in the new relocatables (Te Wharau) was good, with great robust conversations. However, it is different for subjects that do not have the final changes to their curriculum.

- Only four more teaching days and Bryony is very excited for Beach Day! Also looking forward to the Junior and NPoW Prize-Givings.
- EOTC responsibilities of the Board were briefly discussed, including processes for Beach Day. EOTC approvals involve a small subcommittee, and Louise approves these on behalf of the Board. Andrew Beuth feels that the whole Board should be aware of the EOTC approvals. Bryony highlighted that our students are well looked after.

REGULAR REVIEW

Board committee work

(7:51pm)

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 - No meeting held since last board meeting.

Property Subcommittee - No meeting held since last board meeting.

[Link to WSCW Property Subcommittee Tracking Sheet \(live doc\)](#) - updated 30 July 2025

Policy Review Subcommittee - No meeting held since last board meeting.

H&S Committee - no meeting held since the last board meeting. A meeting is scheduled to happen on Thursday 27th November. A report for the Board was tabled.

[H&S Report for the Board - Nov 2025](#)

Main Discussion Points:

- **Health & Safety (H&S)** - Gordon requested the colours on the graph be changed, so that red reflects serious/dangerous.
- “Not serious” events refer to minor events that do not require a callout, phone call home, etc.
- Pā Chris is the current NPoW representative. Sailesh noted that there are also approximately 6 staff members from across our campus on the H&S subcommittee (includes Science Department, Nurses, Property team, among others).
- The terms of reference could be amended to fit a wider Health, Safety, Wellbeing and Personnel remit.
- **DECISION** - Daniel Haines agreed to convene the H&S subcommittee. Other members will be Gordon Harcourt, Bryony West and Jojo Lewis. Paula Marx will also represent the school (she normally writes the reports for the Board).
- **Property** - Ivan noted that TAPAC is being incorporated into our school portfolio. Twelve classroom spaces are planned.

- NPoW smells issue is ongoing. Sailesh noted that there is a group coming along next week.
- Brent Reihana declined to be the convener of the Property subcommittee, but is willing to be part of the Property subcommittee. Andrew Beuth has already put his name for the Property subcommittee.
- Pā Chris would also like a Māori representative on this subcommittee, particularly in relation to the next stage of development. Maxim Wehi has dealt with NPoW before and Pā Chris was happy for Maxim to be involved.
- **DECISION** - The Board agreed that Ivan Davis could convene the Property subcommittee. Other Board members will be Andrew Beuth, Brent Reihana and Pā Chris.
- **EOTC approvals** - can be difficult to get approval from the entire Board. Senior Deputy Principal (Gerry Victor) collates all the information, then they go to Ivan (as Principal) and Louise (as Presiding Member). The Board is happy for this arrangement to continue for now, but it would be great to include the Presiding Member. There is a Google Doc that Gerry manages with all of the events and links in it (including RAMS, etc), and she does a great job with EOTC. Gerry makes alterations as needed.
- Could a member of the H&S subcommittee also be part of the EOTC subcommittee?
- Given that the Board has new members, it would be good to offer some education in the H&S and EOTC spaces. It is important for the whole Board to be aware of the activities that are potentially high risk.
- **DECISION** - Alicia Murray will be on the EOTC Approvals subcommittee.
- **DECISION** - Alicia Murray and Julie Debreceeny will continue on the **Policy Review Committee (PRC)**, with Alicia as the convener.
- **Student Behaviour Management subcommittee** - We aim to have a panel of three Board members for any given suspension meeting. Having a core group of four members would be good.
- For the safety of the student Board members, it has previously been decided that student Board members should not be involved with suspension meetings. Process is important, and it is important to get the conditions right when a student is “reinstated with conditions”.
- **DECISION** - Josie Wall is willing to be included on the Student Behaviour Management subcommittee, as is Alicia Murray, Bryony West, Andrew Beuth and Linnae Pohatu.

POINTS TO CONSIDER

- Student Board members could be part of wider discussions in relation to Student Behaviour Management (other than suspension meetings) if things were expanded to more than just suspension meetings. Terms of reference for this subcommittee could be amended to consider this situation where the student voice may be appropriate.

Refer to the current 2026 Board subcommittee membership document [here](#).

ADMINISTRATION

Confirmation of minutes of meeting on 20 October 2025 (Mtg 7)

(8:16pm)

[Draft PUBLIC minutes - Mtg 7 - 20 Oct 2025](#)

[Board Decisions & Actions Register](#) - Last updated 28 November 2025

The Board adopted the minutes of the meeting on 20 October 2025 (Mtg 7).
(Moved by Ivan Davis/Seconded by Alicia Murray; accepted by consensus)

There were no matters arising from these minutes.

Board member honoraria for 2025

(8:17pm)

The Board approved the proposed Board member honoraria for 2025.
(Moved by Ivan Davis/Seconded by Bryony West; accepted by consensus)

The Board sets the honoraria for Board members for 2026 using the same method.
(Moved by Josie Wall/Seconded by Andrew Beuth; accepted by consensus)

Board meeting dates 2026

(8:19pm)

The Board received and discussed the proposed Board meeting dates for 2026 (including the preceding Finance Subcommittee and Te Ohonga Ake hui dates, and a proposed workshop in January to progress strategic work items).

[Proposed 2026 Board Meeting Dates - with Finance, TOA, 2026 term dates](#)

- **ACTION - Asha to change Mtg 8 to Monday 7 December 2026 (Beach Day).**

Subject to the above action point, the Board approves the proposed Board meeting dates for 2026.
(Moved by Alicia Murray; accepted by consensus)

[NOTE - Technically, if a motion is moved by the Chair, then it doesn't need a seconder to approve.]

Correspondence

(8:28pm)

[Correspondence for 20251201 \(Mtg 8\)](#)

The Board received the correspondence sent to, or from, the Board since the last meeting on Monday 20 October 2025 (Mtg 7). 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 8.28pm and 9.19pm to discuss confidential matters. The resolution was passed by consensus.
Resumed public business - 9:19pm
<i>(9:19pm)</i> Karakia whakamutunga - Josie Wall
CLOSE
Meeting closed - 9:20pm

These minutes were confirmed by the Board at its meeting on Monday 30 March 2026 (Mtg 2).

These minutes are a true and accurate record of the meeting held on Monday 1 December 2025.

_____ Alicia Murray (Presiding Member)