

**MINUTES OF A MEETING OF THE
ONSLow COLLEGE BOARD OF TRUSTEES
HELD AT THE COLLEGE 4 DECEMBER 2017 AT 5.45 PM**

Present: Mike Doogan (Chair), Peter Leggat (Principal), Sue Barker, Michelle Rush, Bridget Rhodes, Don Carson

Attendance: Kirsty Vickerman (Minute Secretary), Vijay Chand (2017 Student Representative)

Apologies: Rachel Parsons, Dan Harward-Jones (Newly elected Student Representative)

WELCOME

The Chair welcomed everyone to the meeting.

CONFLICTS OF INTEREST

No conflicts were declared.

PRESENTATION BY TURF MANAGEMENT

The Turf Management Group of Jeff Thompson and Scott Martin presented a paper titled Proposal for Artificial Sports Turf at Onslow College. The proposal is for a short turf multi-sport area for hockey and training ground for other sports. The surface is more hockey-specific but will be used as an all-weather training facility and will be floodlit which could generate income when rented out. Currently hockey and other teams are going out to other areas which involves rental costs. Elsdon is the closest proper hockey surface used for competitions. Hockey Wellington have indicated they do need another turf and would possibly use it for 20 hours a week for approximately \$28,000 a year for their competitions. This money would be used for maintenance as resurfacing for a full-size turf is around \$350,000 and would need to be re-surfaced after approximately 8-10 years. In 30 years it would need to be re-surfaced approximately three times. Wellington Hockey would certainly make use of the surface.

A question was raised regarding the Ministry of Education rules around renting out school property. It was noted renting out sporting facilities for money is not an issue.

The Turf Management Group discussed the possibility of setting up a Hockey Turf Trust to manage the rental proceeds and maintenance of the turf.

At present Onslow has six hockey teams with approximately 15-16 players in each team and is growing each year.

In terms of the charge out rate Onslow is currently paying \$70 per hour for turfs we hire. That is the going rate for hireage for both Wellington Hockey and schools/others clubs.

Part of the fee Onslow students pay to play hockey is being used to pay for the use of other facilities and this money could go towards the new turf surface.

The proposal covered three options; the old tennis courts, the bottom field and table mountain including the pros/cons and estimated costings for each option. Each option was discussed by the Board and it was noted that those turfs below full size would not be a great option for Wellington Hockey thus restricting our income generation from the turf.

The Board asked where the potential Performing Arts Centre (which is a future fundraising goal of the Onslow College Foundation) might go; Peter responded the most likely place is where the recreation centre is.

Of the three options the Board felt the full size turf on Table Mountain held the most potential. The main considerations for the Table Mountain site were the community garden and what the Ministry of Education views would be in developing this area as it is currently being discussed as the site for new classrooms.

The community garden covers a sizeable area, however opinion was that it doesn't seem to be being used or maintained to the extent envisaged four years ago when it was established. Those who set up the community garden initially wanted it near the netball courts but due to possible future development in that area they were advised to go on Table Mountain. Due to the garden being relatively new the Board discussed the possibility of it being re-established elsewhere in the school.

Peter suggested marking out the turf area on Table Mountain and taking photos to give the Board a better idea of the turf's boundaries and possible encroachment on the community garden.

Fundraising for the turf would be primarily done by both the school and hockey groups. A suggestion was made to approach Wellington City Council as a potential source of funding, however we wouldn't want this to then lead to greater control by the council.

It was noted that there is no hockey turf in this area. The closest full hockey turf is Elsdon. It was also noted that this turf would be an all-purpose turf allowing many other sporting disciplines a place to practice in all weathers when other fields need to be closed, particularly in the winter months.

In summary, of the options presented the Board's preferred option is the full size hockey turf on Table Mountain and gave provisional approval for the Turf Management Group to explore this option further. Further consultation and discussion is needed with the Ministry of Education and the Community Garden team and the Turf Management Group will provide an update at the first Board meeting in 2018 in February. The Turf Management team will also provide an update including more detailed costings, photos or drawings of the ground space area required and where it goes to in the community garden and any other information around this option.

The Turf Management Group agreed their initial proposal documentation tabled at this Board meeting could be used in discussions with the community garden team and the Ministry of Education.

The Turf Management Group left the meeting.

ADDITIONS TO THE AGENDA

- Nil noted

MINUTES AND MATTERS ARISING

The minutes of the meeting held on 11 September 2017 were confirmed as being a true and accurate record of the meeting subject to minor amendments.

Moved: Mike Doogan | Seconded: Bridget Rhodes | CARRIED

The following changes to the 30 October 2017 minutes were proposed and agreed upon by the Board.

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New Goal 3

Raising cultural awareness, particularly around Māori, with the relevant PLD.

The group will be established to identify how to go about bi-cultural awareness. Three years will be set for this goal and teachers will need to investigate their understanding of aspects of culture that students bring to the classroom. The initial focus has to be on our bi-culturalism (Māori culture). In the medium to longer term we can build from this to include greater awareness of other cultures represented in the student community.

The first step must be staff buy-in and then a programme of activity over time. The school will have to track students individually because of the low number of Māori students. Policy documents such as Ka Hikatea were good but with a relatively low cohort of Māori (and Pasifika) students. The objective is to normalise understanding across the school of New Zealand's bicultural foundation, and with that understanding of, and comfort with Māori culture and language. The first step is to assist staff with appropriate professional development.

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Property

School Events

The Board acknowledged Rosie Kirkpatrick's work with the Sports Prize Giving and Vijay Chand and his team for the Celebration of Success. The Board looks forward to supporting this again next year.

The minutes of the meeting held on 30 October 2017 were confirmed as being a true and accurate record of the meeting subject to amendments.

Moved: Mike Doogan | Seconded: Sue Barker | CARRIED

CORRESPONDENCE

The Board noted the correspondence and the following items were discussed:

Motion

That the Board approves the grant application to Four Winds Foundation on behalf of Cricket.

Moved: Peter Leggat | Seconded: Mike Doogan | CARRIED

Mike tabled a letter from the Ministry of Education titled OECD PISA 2018 (Programme for International Student Assessment). The Principal has formally declined on behalf of the Board.

It was also noted that any other documentation that comes to the Board will be noted in correspondence even if a decision is made about the documentation prior to the Board meeting.

HEALTH AND SAFETY

The Board received and noted the Health and Safety Risk Register.

REPORT AND REVIEWS

Principal's Report

Reference: Principal's Report December 2017

The Principal's report was noted and received.

Foundation Newsletter

The Foundation Newsletter has been completed and sent out with all Year 13 students. It is also on the Onslow College website and will also be sent out to all parents and former student and their parents.

Annual Plan

Peter indicated the highlighted yellow sections are new.

The Executive Team are spending a lot of time on Goal 3 Cultural Awareness, particularly, the Treaty of Waitangi and their own cultural identity. Goals 1 – 3 have a 3 year timeframe but to make significant change it will take six years. Simple steps that we can make in this area are for example when senior Maori students came in and helped teachers with their pronunciation of Maori words. A particular focus is on upskilling staff in this area.

The Board asked about inclusiveness and making sure that this work is across the school and that all staff are involved. They also asked whether cultural awareness could be incorporated into staff appraisals in terms of a step-by-step approach and asking teachers where they are at in terms of their cultural awareness.

Peter noted that cultural responsiveness and cultural awareness is now one of our strategic goals and they are trying to tie this into all of our committees and groups and the other things we do at Onslow.

Peter tabled the dates for the start of the year 2018. He advised the Board that one of the Teacher Only Days where they were hoping to visit Ngati Toa Marae is not going ahead due to being unable to confirm the date with the marae. The Executive Management team wanted the day at the marae to be done well so felt it was best to leave it for another time when the venue could be confirmed.

The Board noted it would be beneficial and important to have a day at a marae in the future and the Board were in agreement that they would like to be in attendance when it is arranged.

Peter noted that goals 1-3 are our key goals, and 4-5 are our compliance goals.

Staffing

Peter noted that he had received a resignation from Sarah-Jane Lambie, Librarian.

Projected role for next year

Onslow currently has 278 Year 9s moving into Year 10 next year and this may rise due to students who are in-zone but currently attending other schools deciding to come to Onslow.

There are currently 235 enrolments into Year 9 for 2018.

Summary of Standdowns/Suspensions for 2017

The Board asked about the nature of the assaults. The Principal advised that these are more 'pushes and shoves' and schoolyard antics as opposed to more violent assaults. The Principal also noted that 18 standdowns in a year is a pleasingly small number for the size of our school.

Motion

That the Principal's report be accepted

Moved: Mike Doogan | Seconded: Michelle Rush | CARRIED

Trustees' Report

Student

- Vijay thanked the Board and this was reciprocated by the Board. Vijay noted the student led and organised Celebration of Success event went very well.

Staff

- Nil noted.

Whanau

- Nil noted.

SUB COMMITTEES

Resourcing

Reference: October Finance Report for the month ended 31 October 2017

The Board noted the contents of the Finance Report and the minutes of the Resourcing Committee held on Monday 27 November 2017.

Motion

That the Hi-Tech and ACC receivables be written off.

Moved: Don Carson | Seconded: Mike Doogan | CARRIED

That the October Finance Report be received.

Moved: Mike Doogan | Seconded: Bridget Rhodes | CARRIED

That the interim budget be approved.

Moved: Bridget Rhodes | Seconded: Mike Doogan | CARRIED

Community

- Nil noted.

GENERAL BUSINESS

Student Board Representative

The Board thanked Vijay for his contribution throughout 2017 and wished him well in his future studies at Victoria University.

2018 Board Meeting Dates

The Principal asked whether Michelle Rush would like to move the Policy Committee meetings from a Monday night to a Tuesday. Michelle to advise Peter by email.

Policies

The Board noted that some of the school policies on the website are still the wrong ones and asked for the new ones to be added.

In-Committee.

It was resolved that in terms of Section 48 of the Local Government Official Information and Meetings Act 1987, the public be excluded from this part of the meeting as the Board wished to discuss matters relating to students and staff members and for the privacy of a natural person under Section 9(2) of the Official Information Act 1982.

That the meeting moves into Committee at 7:00pm

That the meeting moves out of Committee at 7:16pm

There being no further business the meeting closed at 7:20pm

Approved as a true and correct record:

Signed: Date:
Chair

Next Meetings:

12 February 2018 – Resourcing & Policy

19 February 2018 – Board of Trustees Meeting