

**MINUTES OF A MEETING OF THE
ONSLOW COLLEGE BOARD OF TRUSTEES
HELD AT THE COLLEGE ON 27th FEBRUARY 2017 AT 5:45PM**

Present: Mike Doogan (Chair), Don Carson, Bridget Rhodes, Peter Leggat, Vijay Chand, Rachel Parsons, Sue Barker

In attendance: Sherie Pointon (Minute Secretary)

Apologies: Michelle Rush

Welcome: Mike welcomed everyone to the first Board meeting of 2017.

Election of the Chair: Peter took the role of the Chair for the election of the Chair.

Motion

Mike Doogan be elected as the Chair.

Moved: D. Carson Seconded: B. Rhodes CARRIED

Mike expressed a desire to step down from the role when another Board member feels ready to undertake this.

The Board thanked Mike for agreeing to continue in the role of Chair.

Conflict of Interest:

Don Carson declared a potential conflict of interest with the Learning Support request for funding, as he has a child that receives support from the department. The perceived conflict was noted.

Minutes:

The minutes of the meeting held on 5 December 2016 were confirmed as being a true and accurate record of the meeting.

Moved: D. Carson Seconded: M. Doogan CARRIED

Matters arising: items are on the agenda

Correspondence:

Peter went through the correspondence file.

Items discussed:

Inwards

- The Board noted the NZSTA communication re Learning Management System
- The Board noted the late item from NZEI notifying the PUM for NZEI for the Support Staff Collective negotiations.
- The Board discussed the request to apply for funding for the project to support autism education by funding the services of an autism specialist. The Board discussed the potential for working with schools in the area. The Board asked for statistics on the students in our school and also in our catchment. The Board asked for confirmation of whether this quote included staff training, if not the Board would like this included.

The Board approved the request for funding for \$4,085.06 incl GST

Moved: M. Doogan Seconded: S. Barker CARRIED

The Board agreed to send a letter of congratulations to former student, Taika Waititi on being named New Zealander of the Year.

Action – Mike to draft letter of congratulations to be sent to Taika Waititi

Motion

Move that the correspondence be accepted.

Reports

Principal's Report: Reference: Principal's Report to February 2017.

The Principal shared the highlights from his report.

The Board discussed the NCEA results for 2016. The Principal shared the NZQA generated analysis of Roll Based vs Participation Based achievement including comparisons to Decile 8 – 10 schools and ethnic analysis. The Learning Areas will be working through the results to provide their feedback to the Board.

The Board discussed the importance of supporting the students through Ako learning time and reviewing the number of credits students are being required to achieve.

The Board looked at the Māori Student Achievement data. The School has appointed a Māori Language Teaching Assistant to support the Kaitiaki Māori and also support the Te Reo Māori learning of those students that attended immersion at Otari and other schools. The challenge for the school is to have all students achieving at a comparable level to their cohort.

The Board asks that the Māori Achievement committee provides a report and proposed actions for the first Board meeting of Term Two. The Board invites the Māori Achievement committee to come to the 27 March Board meeting to talk about their goals.

The Board discussed the Pasifika Achievement. Deputy Principal, Penny Kinsella, has taken the lead for the Pasifika Achievement Committee. The Board would like the Pasifika Achievement group to attend a meeting in Term Two.

Action – Sherie to send Mike details of potential Whanau rep for him to contact.

The Board reviewed the Principal's start of the year PowerPoint to the staff.

The Board discussed the ongoing conversations around over-assessment. The other major item of discussion was the BYOD movement.

The Board discussed the 2017 School Goals as proposed by the Principal. Each of the goals are a three year programme, with Reading Comprehension (Goal 1) being in its third and final year, year 2 of the technology programme (Goal 2) and the new goal on student pathways. The Board endorsed the articulating of the timeframes. The Staff Committees are discussing what their contributions for the Ako programme.

The Board noted the induction checklist and safety checking.

Property

Elevator Project

The original contractors have gone into receivership and we terminated the contract on the grounds of frustration in November. There is on-going negotiations with the receivers about retentions vs outstanding work, damage and calculating the value of work completed.

Action – Letter from the Board stating "following the Board meeting the Board are seeking assurances that the project will not impact on the School property budget moving forward"

Condition Report

Ashby Property Management have been commissioned to do a full condition assessment of the current buildings. This has elicited acknowledgement that some of our buildings are at end of life. They are the relocatables on Table Mountain and the Wood and Metal rooms. There has been discussion on future roll growth and the fact that the Onslow College site being one of the few (only central) site with room to expand given the Ministry only favour single story buildings.

Following the next meeting with the Ministry of Education Property team, there will hopefully be some progress and the Board will be invited to attend a meeting with the Property team.

Motion

Moved that the Principal's report be accepted

Moved: P. Leggat Seconded: M. Doogan CARRIED

Trustees:**Student Trustee:**

Not yet met with the Student Council, but looking forward to discussing the Strategic Plan with the students.

Staff Trustees:

Big start to the year.

Maths department particularly hard start to the year, five new staff including new LAL and one away on Bereavement Leave and one on Sick leave.

Year 9 camp went really well, it is a huge task, but sets the students up really well for the year with their cohort and Peer Supporters.

Action - The Board will write to Year 9 Form Teachers to thank them for their effort.

Motion

The Board moved the funding of a staff morning tea.

Moved M. Doogan Seconded B. Rhodes Carried

Resourcing: Reference: Finance Report to December 2016.

The Board noted the contents of the Finance Report.

Of note was the request from the Resourcing Committee to review the impact on the finances of the International programme.

The Board discussed the reserves policy for the school. The Board requests that the Principal seeks advice on a reserves policy.

Motion

The Board receive the report and the payments were noted

Moved M. Doogan Seconded D. Carson Carried

Foundation:

The Foundation Trustees are meeting on Wednesday.

Community:

The Board expressed their appreciation for the support provided by the PTA to the College, particularly at the start of the year.

Action – Board attendance at PTA meetings roster to be circulated.

General Business:

Strategic Plan

Noted as part of the Principal's report.

Request for Leave

The Board discussed the requirement to prior leave for absences.

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

Move into In-Committee at 8:00pm

Moved: M. Doogan Seconded: S. Barker CARRIED

Move out of In-Committee at 8:07pm

Moved: S. Barker Seconded: D. Carson CARRIED

There being no further business the meeting closed at 8.15pm.

Signed: Date:

Chair

Next Meetings:

Board meeting – Monday 27 March 2017 5.30pm

Resourcing – Monday 20 March 2017 5.30pm