

**DRAFT MINUTES OF A MEETING OF THE
ONSLow COLLEGE BOARD OF TRUSTEES
HELD AT THE COLLEGE ON 11th SEPTEMBER 2017 AT 5:45PM**

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

In attendance: Sherie Pointon (Minute Secretary)

Apologies: Don Carson

Welcome: The Chair welcomed everyone to the Board meeting.

Conflict of Interest: No conflicts were declared.

MINUTES

The minutes of the meeting held on 7 August 2017 were confirmed as being a true and accurate record of the meeting subject to minor amendments.

*Moved: M. Doogan Seconded: R. Parsons **CARRIED***

MATTERS ARISING

There were no matters that were not on the agenda

CORRESPONDENCE

The Correspondence was noted and the following items discussed:

- Staff resignations
- Staff Study Grant requests

Motion

That Marilyn Wild's resignation is accepted.

Moved: P. Leggat | Seconded: M. Doogan | CARRIED

That Sharon McIntosh's resignation is accepted.

Moved: P. Leggat | Seconded: M. Doogan | CARRIED

That Anna Hyett's resignation is accepted.

Moved: P. Leggat | Seconded: M. Doogan | CARRIED

That Robbie Turrell's request for support to apply for Study Leave in 2018 be approved.

Moved: P. Leggat | Seconded: M. Rush | CARRIED

That Mitch Neilson's request for support to apply for Study Leave in 2018 be approved.

Moved: P. Leggat | Seconded: M. Rush | CARRIED

That the Board approves the request for funding support for OCRC for Hutt Mana Trust, TG McCarthy Trust and Pelorus Trust.

And

That the Board approves the trip, as provided, for the Australian International Music Festival in 2018.

Moved: P. Leggat | Seconded: M. Rush | CARRIED

The Board discussed the letter from a parent requesting a review of selection policy.

The Board received the letter from Ms King. The Board thanked Ms King for her letter and said it had considered the letter at its meeting. The Principal had discussed comparative costs from other Wellington Secondary Schools and had found no issues or problems with the Policy at 2.4 of the Rowing Club Constitution. The same situation applied for all other sporting codes within the School and is in fact the accepted practise across all sports under the NZSSSC jurisdiction.. If the concern is a financial barrier to participation then it is suggested that an approach be made for assistance from the School's Hardship Grants.

Motion

That the correspondence be accepted.

Moved: P. Leggat | Seconded: B. Rhodes | CARRIED

Health and Safety

The Board received and noted the Health and Safety risk register.

REPORTS

Principal's Report

Reference: Principal's Report September 2017

The Principal's report was noted and received.

Next week is Exam week; a selection of Year 13 examinations are being held (Languages and English) in response to the request from the Students.

The Internal Evaluation (Self Review) template is currently being reviewed. The template seeks feedback from individual teachers which is then collated into the overall Learning Area report.

The Board agreed to the third goal being raising cultural awareness, particularly around Māori, with the relevant PLD.

The Board noted the appointments for the coming year.

The Board noted the new Professional Standards for the Teaching Profession and the Appraisal workshop.

The Board discussed Peter's overview of the proposed new Digital Technologies curriculum.

Motion

That the Principal's report be accepted

Moved: P. Leggat | Seconded: B. Rhode | CARRIED

TRUSTEES

Student Trustee

The Celebration of Success planning document was presented.

A new Award category is being proposed with recognition of academic achievement at each level and subject.

The Board noted the budget and approved expenditure up to \$1500.

Motion

Moved that the budget be accepted and expenditure up to \$1500 be approved

Moved: V. Chand | Seconded M. Doogan | CARRIED

The Celebration of Success has been promoted at Ako Time.

Eight students have been nominated for Student Representative on the Board.

Staff Trustees

A survey has been completed on staff feedback on Ako, and this is currently being collated.

The Junior Deans have been in discussions with their students about fundraising for a student in the junior school who is battling cancer.

The Board agreed to send a message of thanks to the staff who supported the Tournament teams.

Whanau

The St Brigid's Festival is on this weekend with the School's Roopu performing first at 9:20am.

Resourcing

Reference: Finance Report to July 2017.

The Board noted the contents of the Finance Report. The format has been updated to reflect the comparative figures as requested.

That the financial statements are received.

Moved: B. Rhodes | Seconded: S. Barker | CARRIED

Property

The Board noted the figure of \$190k that the College has funded for the refurbishment of the buildings outside the 5YA and 10PP process.

Members of the Board met with senior property staff from the Ministry to discuss a long term plan to address our property concerns.

Policy

The Board received the following updated policies:

- Student Achievement
- 5.8 Child Protection

The Board agreed to review the Child Protection Policy in September 2018.

The Board ratified the two policies as presented.

Moved: M. Rush | Seconded: M. Doogan | CARRIED

Foundation

The Foundation Trust Board met in August. The next meeting is in October.

Community

Peter attended, and reported on, the PTA's last meeting

General Business

ERO Report back

The Board acknowledged the positive feedback received from the ERO visit.

Northern Regional Chair Cluster

Michelle attended a meeting of the Northern Regional Chairs Cluster. A meeting is scheduled for 19 October for the Chairs and Principals.

The Group discussed some draft terms of reference for the Board cluster.

Letter to Hon. Peter Dunne

The Board agreed to write to Hon. Peter Dunne thanking him for his support and assistance in being part of the Onslow College Community.

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 8:00pm

Moved: P. Leggat | Seconded: S. Barker | CARRIED

That the meeting moves out of Committee at 8:36pm

Moved: M. Doogan | Seconded: B. Rhodes | CARRIED

There being no further business the meeting closed at 8.37pm.

Signed: Date:
Chair

Next Meetings:

Board meeting – Monday 30 October 2017 5.30pm

Resourcing – Tuesday 24 October 2017 5.00pm

Policy meeting – Monday 6 November 2017 5.30pm