

MINUTES OF THE MEETING OF THE ONSLOW COLLEGE BOARD OF TRUSTEES

HELD AT THE COLLEGE 2 December 2019 AT 5:30PM

Present: Sheena Millar, Mark Patchett, Sudesh Lourdes, Michelle Rush (Chair), Bridget Rhodes, Tia Bhana, Api Williams, Hilary Smith, Sam Grantham

Apologies: Alex MacCreadie

In attendance: Katrina Brell (Board Secretary)

Richard Bentley – Alumni Foundation

Presented his document proposing:

- a) development and production of alumni stories, done TED style, and b) sorting the school archives.

Next year they propose to sit down with the students and staff to explain how they think the TED style stories could be developed. The Board agreed to support the TED style stories.

- The Board agreed to take steps to put the Foundation into recess and to update the information about the Foundation on the website.

Janet Glenn -PCSchool Conference

Sheryll Ofner from Selwyn College presented at the conference and offered that Onslow staff go to Selwyn college to see how they use PCSchool to help inform the changes Onslow College is looking to implement in regards junior reporting and curriculum levels.

A key point raised from the Selwyn experience was that the journey to reporting and learning is as much about the kids as it is about the teachers. Look at invisible learning.

Warren Henderson -Learning Program

There as discussion around the questions proposed to go to parents about the Learning Program. The board asked that they be simplified. They shared that they believed that moving to one comment box was a good idea. They were supportive of measures to ensure more internal compliance from teachers. There was a suggestion of running cottage meetings to engage with parents.

Welcome

1. Meeting Administration

1.1. Disclosure of Conflict of Interest

No conflicts of Interest

1.2. Additions to the Agenda

Northern Board Chairs Meeting

Kahui Ako

Approval from BOT regards to pulling down relocatable classrooms
Strategic Planning Day (Date and Content)

1.3. Minutes and Matters arising

Motion

The minutes of the meeting held on 4 November 2019 were confirmed as being a true and accurate record of the meeting

Moved: Michelle Rush | Seconded: Bridget Rhodes | CARRIED

1.4. Correspondence

1.4.1. Jo Davenport-Brown resignation

The Board accepted her resignation and wishes her all the best

It was noted that this resignation provides an opportunity to do a review of the administration team

Moved: Michelle Rush | CARRIED

1.4.2. Yamamura Exchange 2020

The Board approved in principle, on the basis that they satisfactorily follow the required steps and documentation for such events in accordance with the EOTC policy

Moved: Michelle Rush CARRIED

1.4.3. Four Winds Foundation Application

The Board approved the cricket grant application

Moved: Bridget Rhodes | Seconded: Mark Patchett | CARRIED

1.4.4. Funding for Drainage

The Board did not approve this request for the following reasons:

There was no confirmation on where the remainder of the money will come from;

The Board would require a full engineering report to show that this proposed solution would resolve the problem; and

The Board is reluctant to spend a significant sum of money when the school does not yet have a full property master plan.

Moved: Michelle Rush CARRIED

1.4.5. Lana Page resignation

The Board accepted her resignation and wishes her all the best

Moved: Sudesh Lourdes | Seconded: Sam Grantham | CARRIED

2. Reports and reviews

2.1. Principal's report

The Principal's report was tabled, and the following matters discussed:

The Onslow Way

Shane Fairhall has put the data together and developed ideas for a graphic representation. He is suggesting a braiding/weaving pattern, looking at three plants (pohutukawa, harakeke, kowhai) and bringing the strands together. Individual Diversity Inclusive Community.

The Board would like to acknowledge the work that Shane Fairhall has put into The Onslow Way.

The Board agreed to review this at the planning workshop day in January.

Treaty of Waitangi session at staff only day

Bill Hamilton's session on the Treaty of Waitangi was useful for all staff. A discussion was held around Bill working with the Board: a year ago we agreed we as a Board would like to have a session around the cultural responsiveness goal. It was agreed that we still wished to do this, and to look to schedule a session.

Action - Api to check with Ministry of Education to see what they have done and to consult with the whanau group.

Action - Sheena to look to get one or two articles sent round that other schools may have used and send these through to the Board.

Motion

That the Principal's report is accepted

Moved: Bridget Rhodes | Seconded: Api Williams | CARRIED

2.3. Trustees Report

2.3.1. Student

Tia & Sam tabled their verbal report

Last exam is tomorrow and holidays approaching. Sam noted that the students in his year were well prepared for exams. Looking to set up Student Council at the start of 2020, Tia and Sam looking to reach out to teachers for recommendations.

2.3.2. Staff

Hilary tabled her report

The staff really appreciated that the Board came and spoke to staff around the buildings. Heating in the Recreation Centre was raised as it is freezing cold, staff would like to know if there some way we can put heating in there? It was noted that there is no insulation in the REC centre.

Registration fees for teachers used to be funded by PPTA.

The Board agreed that Registration Fees will be covered, and we will backdate from the contract date of October 2018 (the point at which the fees ceased to be covered by the PPTA).

Staff would like to know what the Board's intentions with the TPL time are.
The Board discussed this, and agreed that TPL time should be aligned with the Strategic Goals and that the details of what happens in relation to these is a management decision.

Motion

That the staff report is accepted

Moved: Mark Patchett | Seconded: Sudesh Lourdes | CARRIED

2.3.3. Whanau

Api tabled his verbal report

Nothing has happened over the last month as they have not had a meeting. Blessing the classroom that has been vacated for the Maori students. Also coming into do the mihi whakatau on Thursday.

2.4. Subcommittees

2.4.1. Resourcing

Bridget advised everything is going well.

Bridget highlighted the Draft Budget for 2020.

General expenses include the ICT review we have approved, Board elections for next year, Mary Chamberlain.

The first meeting next year we will get the capital budget

If everyone is happy with the draft budget, we will approve as a provisional.

It was moved that we accept the provisional budget.

Moved Bridget Rhodes: | Seconded: Michelle Rush | CARRIED

It was approved that we proceed with the programmed external painting

Moved Bridget Rhodes: | Seconded: Michelle Rush | CARRIED

Motion

That the Resourcing report is accepted.

Moved Bridget Rhodes: | Seconded: Michelle Rush | CARRIED

2.4.2. Property

Mark tabled his report

Henner has been tidying up the seats around the school. There is nothing additional to report in regards the project for tidying the front of the school.. There is a lot of work being done around trees and painting in the holidays. Sheena went and looked today at

four of the new prefabs that will be installed over summer. They have little breakout spaces. The school is getting 5 prefabs from Aotea and the Ministry is looking to refurbish 3. The re-roofing project is well underway, and we have been really impressed with what they have been doing.

2.4.3. Community

PTA Meeting – Board attended the last meeting.

2.4.4. Policy

Committee met on the 24 November.

Policies review

- Health and Safety
It was agreed that this policy be approved
- Mental Health Policy – addition to and staff in number 7. Supporting documents add EAP for staff.
Subject to those changes the Board approves this policy
- Equal Employment Opportunity Policy
It was agreed that this policy be approved.

Moved: Michelle Rush CARRIED

3. **General Business**

3.1 Board Meeting Dates – Approved

3.2 Northern Board Chairs Meeting

Sheena and Bridget attended and talked about the Kahui Ako proposal. A majority agreed to it. It was noted in regards the staffing of the Kahui Ako, that if we appoint within the school teachers, we will have to make a number of them permanent which is a risk to the Board.

The Board agreed s to support the Kahui Ako

Moved: Michelle Rush

3.3 Pulling down Board owned relocatable classrooms

The Board approved the demolition and removal of the Board-owned relocatable classrooms.

Moved Mark Patchett: | Seconded: Hilary Smith | CARRIED

3.4 Strategic Planning Day (Date and Content)

Date changed to 1 February 2020. Sub Committee – Michelle, Sheena, Bridget

Schedule a meeting with Bridget, Sheena, Michelle, Katrina Next week.

4. **In-Committee**

The meeting moved In-committee at 9:16 pm


The Board moved out of Committee at 9:21pm

3. **Communication with Community**

- The board would like to advise that the 3 policies have been approved and like to acknowledge Emma Coleman, Bianca Ellis and the Guidance Counselors for the work done on the mental health policy.
- Wish the staff/students/whanau a safe and relaxing holiday and looking forward to seeing you all next year.
- We had a report from Warren Henderson around the learning program and student achievement and there will be more about this next year
- We heard a report from the Alumni working group, and there are some developments happening and more to come in the new year.

There being no other business, the meeting closed at 9:25pm

Approved as a true and correct record:

Signed:  Date: 17/2/2020

Action	Owner/Update
2 December 2019	
Cultural responsiveness goal - Api to check with Ministry of Education to see what they have done and to have consultation with the whanau group.	Api
Cultural responsiveness goal - Sheena to look to get one or two articles sent round that other schools may have used and send it through to the Board.	Sheena
Schedule a meeting with Bridget, Sheena & Michelle for subcommittee for Strategic Planning Day	Katrina
