

**DRAFT MINUTES OF A MEETING OF THE
ONSLow COLLEGE BOARD OF TRUSTEES
HELD AT THE COLLEGE 18 JUNE 2018 AT 5.45 PM**

Present: Michelle Rush (Chair), Rachel Parsons, Dan Harwood Jones, Peter Leggat,
Mark Patchett, Bridget Rhodes, Tracy MacCreadie, Mike Doogan, Don Carson

Apologies: Dan Harward-Jones, Bridget Rhodes (lateness)

In attendance:

Welcome

Michelle welcomed everyone to the meeting.

Co-option of Whanau Representatives

The Board formally co-opted Tracey MacCreadie and Alex MacCreadie to the Board for the duration of the recruitment process of the new Principal, with the whanau then electing the representatives to be the co-opted Board member at a later date.

Motion

The Board co-opts Tracy MacCreadie and Alex MacCreadie as the Whanau representatives, as elected by the Whanau, for the period of the recruitment of the new Principal.

Moved: Michelle Rush | Seconded: Rachel Parsons | CARRIED

1. Meeting Administration

1.1 Disclosure of Conflicts of Interest

Noted that Michelle has a conflict of interest for item 1.3.1 and will hand the chair to Peter Leggat.

No other conflicts were noted.

1.2 Additions to the Agenda

None

1.3 Minutes and Matters Arising

Motion

The minutes of the meeting held on 7 May 2018 were confirmed as being a true and accurate record of the meeting.

Moved: Michelle Rush | Seconded: Mark Patchett | CARRIED

Bridget Rhodes joined the meeting at 6:00pm

1.3.1 Student representation

Michelle vacated the Chair handing the control of the meeting to Peter.

Peter outlined the background to the issue raised by the students for gender equity of student representation and reminded members of the previous discussion and resolutions made in respect of this.

The Board discussed the implications for adding a step to the election process.

Motion

A second student representative be co-opted to the Board annually to ensure gender equity in representation as requested by the Student Body. The next highest polling candidate of the other gender be the co-opted representative.

For the remainder of the 2018 Student Representative year, Ella Flavell is co-opted as the second student representative.

Moved: Peter Leggat | Seconded: Mike Doogan | CARRIED
1 abstention was noted from Michelle Rush

1.4 Correspondence

The Board noted the Correspondence received, the following items were discussed.

The Board discussed an email received from a parent asking that Onslow College investigate becoming a water only school. The practicalities of trying to do this were discussed. The Board noted that the Canteen follows strict healthy food guideline. Students can purchase drinks off-site and bring them to school and it would be difficult for staff to “police” any regulation.

The Board agreed that education of healthy drink options and promoting water is the best course of action. Making it easier to choose a healthy option was one of the reasons for the recent installation of water stations around the school (a student initiative that the PTA then funded)

Action – a response to the writer to be sent stating that the Board shares your concern and have discussed options for continuing to promote healthier choices. We are not persuaded that a ban is appropriate or practical in a High School.

The Board noted the Principal’s approval of the request from John Robinson to relinquish the Head of Department of Learning Support and reclassify from full-time permanent to part-time permanent.

Request from OCRC to support a funding request for the purchase of new Rowing Machines (ergs). The Board noted that the ergs will be used by the School as well as the Rowing Club.

Motions

- a. Application be made to Transpower for \$14,550 (GST incl) for purchase of 10 new Rowing Machines “ergs” for OCRC.

Moved: Peter Leggat | Seconded: Bridget Rhodes | Carried

- b. The Board approved in principle the Spanish language trip to Spain in 2019.

Moved: Peter Leggat | Seconded: Bridget Rhodes | Carried

- c. The Board approved the request from Reece Guersen for a year’s refreshment leave.

Moved: Peter Leggat | Seconded: Michelle Rush | Carried

- d. The Correspondence be accepted

Moved: Michelle Rush | Seconded: Mike Doogan | Carried

2. Reports and Reviews

2.1 Principal's Report

Peter shared one of the brochures received for the NCEA review and discussed some of his thinking in this space. It was agreed that students and staff should be encouraged to consider the proposals and provide feedback to the Ministry. A note will be prepared for the Bulletin to this end.

The Board noted the staffing changes and requests for leave. Rachel Dalley has requested a second year's maternity leave as she is entitled to under the Collective Agreement. The Board noted that Peter will commence the staffing processes for next year.

Noted the positive feedback received about the Open Evening.

Motion:

That the Principal's report be accepted

Moved: Peter Leggat | Seconded: Mark Patchett | Carried

2.2 Trustees Report

2.3(i) *Student Rep*

Student Well-being meeting on Wednesday at Rongotai, with Onslow College representative attending and then bringing ideas back to College.

Production opens this week.

Year 12 Ball this Sunday.

Year 9 Curriculum Review and Extended Learning Opportunities surveys on Facebook being well received.

2.3(ii) *Staff Rep*

Staff are getting to grips on the live reporting system. Interested to hear feedback. Noted that the engagement with the staff on the Principal recruitment was well received.

2.3(iii) *Whanau*

The hui was a small, but excellent meeting. Noted the high calibre of people within the whanau.

2.4 Sub Committees

2.4(i) *Resourcing*

The Board noted that the 2018 accounts to May are tracking well.

The Board noted that the Auditor reported that the School's 10 Year Property Plan is out of date, somewhat ironic given that it is the Ministry of Education that is holding up that process.

Motion

The Board receives the finance report.

Moved: Peter Leggat | Seconded: Don Carson | Carried

2.4(ii) *Property*

Peter tabled a further paper from McKenzie Higham.

The Board reviewed the weathertightness report. Noted that the Admin Block is still deemed to be a leaky building, the remediation to the roofs and other leaks across the school are to remedy specific identified issues to extend the life of the roof but not so extensive as to prejudice the case for future development.

The Board reviewed the roofing project report as tabled. The report indicates that many of the roofs within the campus would now not comply with the Ministry of Education's Weathertightness and Durability Requirements. Noted that further investigation of the buildings will be required as there may be uncertainty about the longevity of these buildings so is it worth doing the roof. The funding has been released to complete the work as part of the 5YA. Noted that the Board would like to meet with the Ministry early next term. The relocatables are still a point of contention, and the School's long term planning will need to address this.

Motion:

That the property report be accepted

Moved: Peter Leggat | Seconded: Michelle Rush | Carried

Dan Harward-Jones joined the meeting at 7:05pm

2.4(iii) Community

Mark attended the PTA meeting.

The PTA appreciated that the Onslow College PTA is not a fundraising group but it is a group that supports the activities of the School, connecting home and School. The Board acknowledged the feedback provided in respect of the Principal recruitment process.

2.4(iv) Policy

For next meeting.

3 General Business

Peter's surgery is confirmed for Monday 25 June.

4 Communications with the Community

The Board discussed what items from this meeting would be shared with the School Community in the Bulletin.

There being no other business the meeting closed at 7:19pm

Next meetings:

Thursday 26 July – Policy Meeting (5:30pm)

Monday 30 July – Resourcing Meeting (5:30pm)

Monday 30 July – Property Meeting (6pm)

Monday 6 August - Board of Trustees meeting

*Approved as true &
correct record
Michelle
Chair
6-8-18*