

MINUTES OF THE MEETING OF THE ONSLOW COLLEGE BOARD OF TRUSTEES

HELD AT THE COLLEGE 9 September 2019 AT 5:00PM

Present: Sheena Millar, Mark Patchett, Sudesh Lourdes, Michelle Rush (Chair), Bridget Rhodes, Dan Harward-Jones, Api Williams, Hilary Smith

Apologies: Alex MacCreadie, Bianca Ellis

In attendance: Katrina Brell (Board Secretary)

Guests: Tina Manker & Warren Henderson
Tina Manker presented a summary on the Literacy Report.

Action from the Board – What would you like us to suggest on your behalf?

- Would like you to think about the amount of testing we are doing for all the students
- What are other schools doing regards to testing

Board Response

- Acknowledge the work that has gone into the report and accept the findings
- Recommend that staff undertake a review of the testing regime
- Develop a frame of reporting that will enhance the Board understanding of how teacher's PD has or hasn't made a difference to student learning. For example, case studies of target students, so we get a real picture.
- Continue to focus strongly on Teacher and Professional Development in this area across all Subject areas.
- Identify ways we can hear back from the LAL's about their progress targeting priority students and how that PD has helped them

Welcome

1. Meeting Administration

1.1. Disclosure of conflict of Interest

1.2. Additions to the Agenda

1.3. Minutes and Matters arising

Motion

The minutes of the meeting held on 5 August 2019 were confirmed as being a true and accurate record of the meeting

Moved: Dan Harward-Jones | Seconded: Michelle Rush | CARRIED

1.4. Correspondence

1.4.1. Daniel Guppy – Refreshment Leave

Request for Refreshment leave was not approved.

1.4.2. Jenny Blake – Resignation

The Board accepts Jenny's resignation and noted that there will be a farewell at the end of the year

1.4.3. Four Winds Foundation – Cricket Coaching

The Board has approved the Four Winds Foundation Grant

Moved: Hilary Smith | Seconded: Mark Patchett | CARRIED

1.4.4. Infinity Foundation – Jnr Adventure Racing

The Board has approved the Infinity Foundation Grant

Moved: Hilary Smith | Seconded: Mark Patchett | CARRIED

1.4.5. Justin Pearce – Music Trip Proposal

The Board has approved the Music Trip

Moved: Michelle Rush | Seconded: Sudesh Lourdes | CARRIED

2. Reports and reviews

2.1. Principal's report

The Principal's report was tabled. The following matters were discussed:

Health & Safety: Sheena talked to the two concerns raised and there were discussions around the staff member's health in room 59.

NAG1 – We are discussing if we need to band math classes or if could they be mixed ability especially at Year 9 to give kids a chance. To assist that we are looking to make smaller Year 9 classes, possible 12 classes across the year level.

Action - How we acknowledge Asyliva and Elizabeth – Look to put congratulations on each side of the sign and send a letter from the Board.

Action – Sheena to have a conversation with the Staff member to reassure her that the Board supports her through this.

Motion

That the Principal's report is accepted

Moved: Bridget Rhodes | Seconded: Mark Patchett | CARRIED

2.3. Trustees Report

2.3.1. Student

Dan tabled their verbal report

Winter tournament week went well. Celebration of Success preparations are going to plan. It is on the 24th October. Nominations are open. Possibly Tamati Coffey coming to speak.

Student Board Rep – We have 5 Students standing for election.

We have had more meetings with student council, we had a long discussion on what we would like Student representation to look like, we would like to get three Students on the Board.

We are happy with how the Student Council communicates with LAL's/Deans etc.

Action – Dan to read the legislation to check before we can confirm 3 student representatives as there are restrictions on how many representatives can be co-opted onto the Board.

2.3.2. Staff

Hilary tabled her report

Motion

That the staff report is accepted

Moved: Sheena Millar | Seconded: Sudesh Lourdes | CARRIED

2.3.3. Whanau

Api tabled his report. He advised that the Whanau group haven't had a meeting this month. The Staff Only day reiterated from the Students and the Whanau it was a good experience for them as well. Api is talking to staff tomorrow for Professional Development for pronunciation of Te Reo Maori

Action – Katrina to work with Api to set up dates that Sheena and Michelle are free to make the next Whanau Hui.

Motion

That the Whanau report is accepted

Moved: Hilary Smith | Seconded: Michelle Rush | CARRIED

2.4. Subcommittees

2.4.1. Resourcing

Bridget advised everything is going well. Drew people's attention to the International expenses which are due to increase because of income and finance timing of things. There were quite a lot of expenses coded to communications: Craig is investigating as it may be incorrectly coded. International revenue has been stronger than in the past. Torque IT – We are going to go out for 3 other quotes for the review. We are also looking at the budgeting side of things for the front of the school and spending for some basic fixes for the students. Sheena, Craig and Henner are going to walk around the school to identify possible small improvements.

Motion

That the Resourcing report is accepted and approve Auckland Uni Services Ltd \$731 write off Accounts Payable.

Moved: Bridget Rhodes | Seconded: Sudesh Lourdes | CARRIED

2.4.2. Property

Mark gave a verbal report

There was discussion around the draft concept that Mark, Linda Kerkmeester and ex-students have been working on.

Overall building project work there is a meeting on Friday 13 September 2019

Action - Any feedback please email Mark by COB Wednesday

2.4.3.Community

Api to attend the PTA meeting on 16 September

2.4.4.Policy

The Onslow Sex, Gender and Gender Expression Policy

Motion

That the Transgender Policy be approved

Moved: Dan Harward-Jones | Seconded: Sudesh Lourdes | CARRIED

3. General Business

4. In-Committee

None to table

3. Communication with Community

Work in progress for the front of the School

Transgender Policy has been finalised


Thank you to Dan and Bianca for being our Student representatives

Action	Owner/Update
9 September 2019	
How we acknowledge Asyliva and Elizabeth – Look to put congrats on each side of the sign and a letter from Board.	Katrina – Sign Completed
Sheena to have a conversation with the Staff member to reassure her that the Board supports her through this	Sheena Millar
Check/Read the legislation to confirm if we can have 3 student representatives as there are restrictions on how many representatives can be co-opted onto the Board.	Dan Harward-Jones
Work with Api to set up dates that Sheena and Michelle are free to make the next Whanau Hui.	Katrina – Completed and Meeting has happened
Any feedback on Property please email Mark by COB Wednesday	All Board Members
5 August 2019	

Write to Hamish McWilliams and confirm with him around refreshment leave and the Teach NZ scholarship applications, as this will be impacted.	Sheena - Completed
To get Craig to do a summary of comparison for costings and insurance for the Classics 2020 trip	Craig McWilliam – On Hold
Talk to Janet Glenn and see if we can include Year 11 in the Mates and Dates sessions and come back to the board.	Sheena – Completed. Happy to do Year 12 & 13. Have applied for a pilot group for mental wellbeing and health at Year 10. We will look to have one at each year level.
Reach out to LAL and let them know to reach out to the whanau group	Hilary – Talked to LAL and had a conversation with Api to start that process.
Email Craig re the Aged Payables - Don Payne Limited, Silicon Systems Limited.	Sudesh - Completed
Look to produce a Karakia and circulate to the Board	Api – In Progress

There being no other business, the meeting closed at 7:30pm

Approved as a true and correct record:

Signed:  Date: 29/11/19