

MINUTES OF MOUNT ASPIRING COLLEGE BOARD OF TRUSTEES MEETING  
HELD ON  
TUESDAY 18 OCTOBER AT 6.30PM

Present: Wayne Bosley, Dean Sheppard, Martin Toomey, Shona Brown, Richard Hemingway (Chair), Luke Faed, Tracey Gibson, Patrick Gainsford, Bella Berry (for a short time)

In Attendance: Samantha Drayton

Apologies: Maxine Bird, Paul Tamati, Ed Nepia

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**Student Rep Handover:**

Thank you to Bella, and a gift given, for her role on the Board as student representative over the past year; and welcome to new student representative Patrick.

**Special Topics:**

*Property Workshop*

Welcome to Lorraine Pearce from MOE.

Lorraine is assisting the school with the Education Brief. She has had discussions with staff and students to get feedback and will be working with the school, staff and students over the coming months. It is the school's responsibility to write the Education Brief which needs to be completed by the end of the year.

Lorraine has received a lot of helpful information from the students who were wonderful. There were evident themes emerging that paired up with what the school was projecting especially in the areas of ICT and BYOD. The students also mentioned SOAR values as being very relevant to the curriculum. A very similar feedback response came across from all year levels.

The staff working group had a great collegiate approach and Lorraine felt that to involve them would be a strong tool.

The school has been appointed Margaret Waller as the Project Delivery Manager. Margaret will deliver the Business Case which then leads to the Approval Process.

The Board consensus was that the quicker the Education Brief was completed the better.

Wayne felt that more clarity was needed over the order of events. Wayne is going to contact Margaret Waller to get a defined timeline. Lorraine will work with the college to write the Education Brief and give it back to the Board for consideration.

Lorraine gave a copy of the student feedback to the Board and was thanked for her input.

*2016 Goal Review (workshop)*

Wayne explained that the strategic goals are looked at fortnightly by the strategic team and progress is reported. Student achievement data is extracted from KAMAR. The format of Annual Goals can change as well as the content and could be more qualitative.

A more truncated version could be presented to the Board with a different format to show progress but need to check MOE requirements.

**Self Review:**

*NAG4 Update*

Tracey will make contact then circulate by email prior to the next meeting, for comment & approval.

## **Reports:**

*Principals Report, Hostel, ILC and Property were all circulated prior to the meeting*

Wayne advised of upcoming staffing placements for 2017.

Richard advised that a future schools MOE meeting had been held and that the MOE will work with local schools .

The purpose of a hostel report was questioned, for BOT reporting purposes. Should board reports focus on the hostel student achievements separately and is there a gap?

Historically, the specialist arms of the college always report to the Principal. Dean was to review the last ERO report to see that any recommended areas for improved reporting for discrete student groups.

Discussion was held on hostel reporting. We will have a presence at the Christchurch A&P Show this year as a different approach to marketing.

## **General Business:**

*Child Protection Procedure Sign Off*

It was discussed whether a cyber bullying aspect should be included in the procedure. Wayne to follow up. It was agreed that students, parents and staff alike all need to be aware of this policy.

*BYOD:*

An information sheet has been put together and is being sent to the school community. There will be an information evening for parents on Monday of Week 4. Information will go on the website and in the newsletter. MAC is trialling NZQA online assessments prior to the 2020 launch and Vicki Ashton will give feedback.

There was discussion around best active use and safety for BYOD's being taught.

*Meningitis and JJ:*

Patrick advised that the students had been hit hard with the meningitis incidents and the death of JJ Aitchison, but everyone had come together and been very supportive of one another. Over 100 students attended the funeral for JJ and have been very supportive of one another with ex-students attending the funeral too.

*Awards Ceremonies:*

We will continue to have our two senior and junior prize givings, but have introduced new Blues awards for this year. Blues is a way to give excellence students' acknowledgement. These are being held on 11 November. Looking at getting an electronic board to put names on.

## **Minutes of Previous Meeting:**

Minutes of the previous meeting on 20 September 2016 were tabled.

These will be adopted at the next meeting. Wayne to put out draft agenda for next meeting.

## **Correspondence:**

Nil

## **Next Meeting Date:**

Tuesday 15 November 2016.

Meeting closed at 8.40pm.