

MINUTES OF MOUNT ASPIRING COLLEGE BOARD OF TRUSTEES MEETING HELD ON TUESDAY 15 AUGUST AT 6.00 P.M.

Present: Wayne Bosley, Shona Brown, Patrick Gainsford, Tracey Gibson, Luke Faed, Ed Nepia, Marty Toomey (Chair);

In Attendance: Maxine Bird (Secretary),

Apologies: Dean Sheppard, Paul Tamati

MINUTES OF THE PREVIOUS MEETING

Minutes of the previous meeting on 20 June 2017 had been circulated prior to the meeting. Correction 2 students from 4.

RESOLVED: That the minutes of the previous meeting held on 20 June 2017 were a true and accurate record

P. Gainsford/S. Brown
Carried

SELF REVIEW:

NAG5 Health and Safety Update

The recommendations are coming together with the draft review having been sent to some key people to look at. The review will be completed in two weeks, and tabled at the next Board meeting. The committee congratulated management on the improvements that have already been made after our discussions at the May meeting. The recommendations should be phased in. The recommendations will be looked at at this week's H&S meeting.

Ed suggested that before the next review we should engage someone to do an external audit in order to measure the effectiveness of our Health and Safety policies and procedures. Include a recommendation for what and how should the Board be reported to.

Health and Safety on Board agenda every meeting.

DISCUSSION TOPICS:

Uniform Review Progress

Draft Terms of Reference tabled and discussed, changes to be made as attached.

Let Caroline Wigg of Apparel Studios, our uniform supplier, know that there will not be any change in 2018.

At this week's assembly Patrick will open up to students for expressions of interest for being part of the sub-committee. Agreed to include a mix of up to 4 students, criteria was discussed but agreed to leave open and see what came in.

Need some thoughts about criteria for parent reps on the sub-committee.

It was decided that the deliverables could not be determined any further than a sub-committee to be established this term. They would then set the timeline and deliverables going forward.

Curriculum Wiki presentation

Wayne presented the new MAC Curriculum Wiki. Includes more information than the old written handbook, its intuitive and makes the process at the school simpler. It won't take out the human element with Deans, whanau teachers and subject teachers looking at subject choices of individual students on a case by case. Board congratulated those involved in getting the Wiki put together. It was felt that primarily it was a student tool, but would go a long way to educating parents on NCEA and vocational pathways.

Ed suggested a change of name to avoid confusion over the Maori word Wiki which means week.

Student Board Representative Election

Proposed election date 22 September as per timeline provided. Maxine Bird asked to be Returning Officer.

Maxine Bird nominated as Returning officer for 2017 student elections.

M Toomey/T. Gibson
Carried

BOT Student election date set as 22 September 2017

E. Nepia/M Toomey
Carried

Should we consider 2 student reps, and if possible a male and a female. Maxine to talk to NZSTA about this option, or the possibility of co-option. It was agreed the former would only be considered for future elections.

Property Progress

Disappointingly our business case for the new campus plan was not submitted on time for the July investment board meeting. The plan has now been submitted for the September meeting. We stated our disappointment, but on the positive side it has given us more of an opportunity to talk further about the big picture plan with the architect getting a better understanding of what we want.

We have advised the MOE that we won't fit into our campus for next year with the current buildings and so the Architect is working on a first stage, which will be a further 3 classes for the beginning of the 2018 year, that will fit in to the long term plan. We already have roll growth funding secured so have been given the go ahead for this first stage.

Wayne showed the Board the plan for the 3 new classroom spaces as well as a long term plan which is still evolving. The key is flexibility so that we are not locking ourselves into a certain way of teaching. The next step is the architect will come and talk to staff and students.

Staff and student reps endorsed the new North Block classrooms as being fantastic learning spaces.

REPORTS:

Principal's Report

Wayne's written report which was circulated prior to the meeting.

The Board were pleased to see staff being sent on a boys' education workshop, after the feedback from curriculum reports.

Increasing student numbers discussed.

Student family welfare re financial difficulties was signposted to the board. An early warning at this stage, but need to consider when budgeting.

Team Green letter outlining the work they have been doing and asking for Board support for four more solar panels.

Resolved: Board agreed to support the purchased of 4 new solar panels

W. Bosley/P. Gainsford
Carried

2018 Spanish trip

Letter from Caitlin Harvey requesting permission to take a group of students to Spain in September/ October 2018. Dates planned to support senior students to study. Past trips have been very successful and student numbers in Spanish are strong.

Resolved: Permission granted for Spanish trip in Sep/Oct 2018

W. Bosley/E. Simpson
Carried

At this point the Board moved that the public be excluded from the Board meeting to discuss a staff issue. This resolution is made in reliance on Section 48(1)(a) of the LGOIM Act 1987.

W. Bosley/M. Toomey
Carried

At this point the Board resolved to move out of committee

W. Bosley/ P. Gainsford
Carried

Finance

The minutes of the last finance meeting on 26 June 2017 were circulated prior to the meeting.

CORRESPONDENCE

The correspondence schedule was included with the agenda.

RESOLVED: To accept inwards correspondence

T. Gibson/P. Gainsford
Carried

GENERAL BUSINESS:

Nil

DATES

Next Board meeting: **Tuesday 12 September 2017, 5.30pm**

Meeting closed at 9.10pm

Signed as a true copy of the minutes:

Chairperson

Date

Action Plan

Talk to NZSTA about student rep	Maxine
Uniform Sub committee call for EOI from staff	Wayne
Draft parent criteria for uniform sub-committee	Shona