

# **MINUTES OF MOUNT ASPIRING COLLEGE BOARD OF TRUSTEES MEETING HELD ON TUESDAY 18 NOVEMBER 2014 AT 6.00 P.M.**

**Present:** Wayne Bosley, Johnny Brebner, Tracey Gibson, Richard Hemingway (Chair), Ian McNabb, Diana Schikker, Paul Tamati, John Watherston;

**In Attendance:** Maxine Bird (Secretary), Dean Sheppard, Alistair Hose

**Apologies:**

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## ***CURRICULUM REPORTS:***

### **Physical Education**

Alistair Hose presented a power point presentation on the Junior PE programme. He explained how while the standards that needed to be achieved were set, the activities were very much student driven.

Alistair would like to see a pictorial of level requirements for standards on the gym walls. Alistair also explained the difficulties of working with growing numbers and only one gym.

Other discussion around the 2014 report were:

- Community liaison meetings happen every two years
- Level 1 MAC PE website for homework well utilised. OP have similar, and also shared outside of MAC.
- Level 1 results good number of passes but not at the high end. Multiple activities will give students more opportunity
- See students for PE more often, and a change of structure in the junior timetable
- Numbers doing NCEA went down when PE became elective. Drop from L1 – L2 can often be because PE not seen as leading to a career, although it is all internally assessed so it can dovetail well with external exam timelines.
- Outdoor Pursuits, will we be able to carry on in the current format because of costs. Felt it was important to try to maintain.
- All staff on board with sports days

## ***SPECIAL TOPICS:***

### **Team Green**

Team Green presented a power point presentation to the Board. They are working towards no bins in the school, and this year have halved the number. Education and positive reinforcement is the key.

Team Green has introduced a Friday earth hour once a month, and are keen to see the savings from these be put towards solar panels. They have put an application to the Board to purchase. The Board felt there was merit in their project and wanted to help them reach their goal.

## ***DISCUSSION TOPICS:***

### **Board Training and Upskilling**

Richard recently attended STA trainings, Charter review and Personnel. They were worthwhile with Personnel being very topical with our current NAG 3 review.

### **Draft Strategic Annual Goals**

Review of 2014 Annual Goals. While these don't have to be finalised until late January Wayne is keen to get the Board's thoughts on what was achieved and not achieved and also comments on the draft 2015 goals. There are similarities to the 2014 goals, and some natural progression from these.

There has been tremendous progression on the Professional Development goal. Profession Learning Groups are bringing more PD in house and those going away coming back and sharing information. It is important that we gather data to prove the success of the new initiatives. PD departmental budgets are taking a while to implement processes. Worthwhile to keep this level of funds in this area. Now looking at PLG facilitators giving staff tools to trial in class and then report back to group.

Fortnightly reporting to be put in place in 2015.

Some goals to be determined on results that we are still receiving.

Board asked to comment back preferably by email. Same is being asked of staff. HODs based their planning on these goals.

## ***SELF REVIEW:***

### **NAG3 Personnel**

NAG 3 audit and recommendations tabled. Checklist gone through with Maxine and Wayne. Richard went to PD with NZSTA, can get an HR audit done, but not in recommendations. Review recommendations in February 2015 meeting.

Some discussion around a code of conduct and how it should be staff driven, with a PB4L slant. Need to be careful that this is implemented with positive outcomes. Wayne to review further.

## ***REPORTS:***

### **Principal's Report**

Wayne's written report was tabled at the meeting.

Wayne went through the new appointments, and the new advertised positions.

Diana to stand in for Richard at Senior Prizegiving. Some new formats in the junior level, with head boy and girl MCing, also committee awards presented by chairs of those committees.

Community newsletter final copy tabled.

Health and Safety reporting requirements (look at NZSTA Otago regional newsletter).

Support put in place for students around recent parent death, particularly important around exams and supported getting to funeral.

Next year back into community consultation, need to make sure we find a way of encouraging active participation in the process. Target first meeting of next year to discuss how we can engage with the community. Team up conference in March different from 2014, to be in

Whanau groups with an emphasis on getting families onto the parent portal. This will improve communication. The Board could use that evening as an opportunity to consult with the community.

### **Property**

Written report received by the Board prior to the meeting.

Vote of thanks to Ronnie re job well done over 10 years.

### **Hostel**

Written report received by the Board prior to the meeting.

### **International Learning Centre Report**

Written report received by the Board prior to the meeting.

### **Finance**

The minutes of the previous finance meeting were received by the Board prior to the meeting.

### ***GENERAL BUSINESS:***

#### **Grant Applications:**

Maxine presented grant application proposals for Maadi Cup Rowing, the Futsal tournament team and the South Island Secondary Schools Athletics team. Taryn, our sports coordinator, had costed the travel and accommodation details of all teams.

**Resolved:** To support an application to NZCT for the MAC Rowing team of \$7000.

J Watherston/P Tamati  
Carried

**Resolved:** To support an application to First Sovereign for the Futsal tournament team and the South Island Secondary Schools Athletics team of \$6,400.

J Watherston/P Tamati  
Carried

At this point the Board moved that the public be excluded from the Board meeting to discuss a student discipline issue, and the report on the principal's external performance appraisal. This resolution is made in reliance on Section 48(1)(a) of the LGOIM Act 1987.

R. Hemingway/J. Brebner  
Carried

At this point the Board resolved to move out of committee

R. Hemingway/ J. Brebner  
Carried

### ***MINUTES OF THE PREVIOUS MEETING***

Minutes of the previous meeting on 21 October 2014 had been circulated prior to the meeting.

**RESOLVED:** That the minutes of the previous meeting held on 21 October 2014 were a true and accurate record

D. Schikker/J. Watherston  
Carried

### ***CORRESPONDENCE***

The correspondence schedule was included with the agenda.

**RESOLVED:** To accept inwards correspondence and approve outwards correspondence

D. Schikker/J. Watherston  
Carried

### ***CURRICULUM REPORTING***

Diana reported on her discussion with Vicki regarding timeliness of reports. The options are:

- Get HODs to give us a verbal update at the meeting
- Consolidate reports to the first six months of the year. Initially have the feedback on reports at the beginning, review with a series of questions. Then keep presentations as a separate thing.
- Separate nights from the Board meeting to go through curriculum reports.

### ***CHRISTMAS FUNCTION***

Come back with thoughts.

### ***DATES***

Next Board meeting: **Tuesday 9 December 2014, 5.30pm**

Next Meeting Agenda:

Learning Area: Social Sciences

Self Review:

Strategic Aim:

Special Topics:

Discussion Topics:

General Business

Meeting closed at 9pm

**Signed as a true copy of the minutes:**

\_\_\_\_\_  
**Chairperson**

\_\_\_\_\_  
**Date**

Action Plan
