

# MINUTES OF MOUNT ASPIRING COLLEGE BOARD OF TRUSTEES MEETING HELD ON TUESDAY 20 JUNE 2017 AT 6.00 P.M.

**Present:** Wayne Bosley, Shona Brown, Patrick Gainsford, Tracey Gibson, Euan Simpson, Paul Tamati, Marty Toomey (Chair);

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

**Apologies:** Ed Nepia, Luke Faed

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Euan Simpson was welcomed to the Board, Euan is standing in for Luke as Staff rep for 3 months while Luke takes a leave of absence from the Board.

## ***SELF REVIEW:***

### **NAG5 Health And Safety**

Patrick updated the Board on progress. Currently looking at procedures and policies and what needs to be updated to align with the new act. Aiming to have completed by the next meeting. Thanks to Wayne for work done towards putting Health and Safety back on the agenda and for the feedback on the issues raised in last month's meeting. The school Health and Safety scope covers all activities on school site, travel to and from school and on school activities off site. We have a complete duty of care for staff, students and anyone on our site.

Euan agreed to step into Luke's role on the review committee.

## ***UNIFORM REVIEW***

The team spoke to Wakatipu and Geraldine High Schools, who had done recent reviews, about the process they went through to review their uniform. Process was the most important thing, don't rush it, do it well. Any changes would probably not be until 2019 at the earliest.

- Useful to have a history of why the current uniform. Wayne to follow up.
- Lead in time, and a staggered introduction was important.
- Forming a subcommittee first step in setting the vision, how they will consult and how they will report back to the Board. Possible make up 2 board members, 2 staff members, 2 students, 2 parents. Student reps need to consider good gender and age balance. Obtain expressions of interest for parent reps with appropriate skills.
- Consult via surveys. First question might be simply, do people want change? Don't over engage with the community as it becomes less effective.
- Supplier. How will this look, current third party model, or an in house approach. Ensure a contestable process for this.
- Supply. Consider whether a less traditional uniform will always be available.
- Cost was a major factor for the two schools reviewed.
- Colours, what represents MAC.

- Functionality – considering climate, gender equity etc.
- Appearance – pride, colours etc., history useful.
- Criteria needs to be set for assessing the options
- Two schools talked to went to a more formal uniform. Need to go in with a neutral approach, Maxine to try to find a school who had an opposite review result, for balance.
- Sports uniform needs to be considered at the same time.
- Talk to the maths department about doing it right, statistical bias etc.
- Could phase in aspects of the uniform around priority, maybe warmth.

Next meeting set terms of reference for a sub committee.

Board update on progress in next newsletter.

## ***GENDER EQUITY***

The Board were provided a document re Gender Equity from PPTA. This stated that legally we don't have to do anything as long as we are providing a safe environment. But it was felt that with new Property plans and the Uniform review it was important to consider gender equity in any decisions in these areas. We currently have options for gender neutral facilities and should consider whether we make that more known to students.

## ***REPORTS:***

### **Principal's Report**

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

Wayne led a discussion on Wellbeing and Mental Health in the school as detailed in his report. He has started up a number of discussions in different forums, to talk about what the issues are that we are dealing with, the extent of them, the support programmes we have and whether they are still appropriate for our students and staff. Our Y9-Y11 students were surveyed last year, so this is useful data for us. It was agreed that talking with our feeder schools, promoting student lead programmes such as Sticks and Stones, and ensuring regular student voice, were good initiatives.

It was good to see the level of communication from a wide variety of forums in the school regarding Health and Safety.

Wayne has been advised that there will be an Investment Board hearing on 19 July to discuss our Property plan for the future. We will know then what funding we will get. Still continuing to work with QLDC in obtaining the pool site for school purpose. There is a growing pressure on Performing Arts in the town which could be seen as an opportunity for a community partnership.

8 Heads of Learning Areas appointed, two of these were given to staff members on leave and so two fixed term positions were appointed in the interim. We currently have three Fixed Term vacancies for 2018.

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

W. Bosley/T. Gibson  
Carried

At this point the Board resolved to move out of committee

M. Toomey/ P. Gainsford  
Carried

## **Finance**

All Board members were given a copy of the Audited Annual Report and a summary of the results. The Board thanked Maxine for the completion of the annual report and the great information they get through the year.

**Resolved:** to adopt the 2016 Audited Annual Report

T.Gibson/M. Toomey  
Carried

The Board was asked to add Marty Toomey as a signatory to the school bank accounts. Currently the Principal, Deputy Principal and Executive Officer have signing authority.

**Resolved:** To approve the addition of Martin Toomey as signatory on the school bank accounts.

T. Gibson/P. Tamati  
Carried

## ***GENERAL BUSINESS:***

### **Communicating to the Board**

Dean confirmed that all had got the Message My Way communication. If they prefer a text to advise Dean. Accessing BOT team drive was explained. Those who still wanted hard copy reports to advise Maxine. It was agreed that all BOT email communication should be via the mtaspiring.school.nz addresses. Maxine to add the Trustee register to the BOT team drive. If a board member wished to send an email to the Board then they should also advise Maxine so that she could send them a message via message my way.

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

Minutes of the previous meeting on 16 May 2017 had been circulated prior to the meeting.

Tracey fed back on her feedback to the HODs. There was some frustration with some questions as they felt these had been answered in their reports. They did feel they needed more time and liked it when we came to their classrooms. BOT agreed that the process still isn't quite right. Question was asked re time pressures, but no answer given from HODs.

**RESOLVED:** That the minutes of the previous meeting held on 16 May 2017 were a true and accurate record

P. Gainsford/M. Toomey  
Carried

**CORRESPONDENCE**

The correspondence schedule was included with the agenda.

**RESOLVED:** To accept inwards correspondence

P. Gainsford/M. Toomey  
Carried

**DATES**

Next Board meeting: **Tuesday 8 August 2017 5.30pm**

Meeting closed at 8.45pm

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

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**Chairperson** **Date**

Action Plan

Contact EOs re other school uniform options	Maxine
Speak to Mike Allison about Uniform History	Wayne
Speak to Wellington High School	Dean
Uniform update for newsletter	Uniform review team
Send WHS powerpoint to all BOT	Patrick