

MINUTES OF MOUNT ASPIRING COLLEGE BOARD OF TRUSTEES MEETING HELD ON TUESDAY 21 JUNE 2016 AT 6.00 P.M.

Present: Wayne Bosley, Bella Berry, Shona Brown, Luke Faed, Tracey Gibson, Richard Hemingway (Chair), Ed Nepia, Paul Tamati, Martin Toomey;

In Attendance: Maxine Bird (Secretary), Dean Sheppard

Apologies:

1. Welcome and Farewell

Prior to the formal meeting starting we welcomed the new Board members and farewelled those members stepping down – Diana Schikker and John Watherston.

2. Cooption

Wayne assumed the Chair. Discussed cooption of Richard to the Board for continuity. Marty and Tracey spoke in favour of this. All agreed to coopt Richard until the end of November.

Resolved: to coopt Richard Hemingway onto the Board until the end of November

T. Gibson/P. Tamati
Carried

Richard was asked to join the meeting.

3. Governance Manual

Richard presented the governance manual to the new Board at 4.30pm at a separate meeting. This was reviewed. Current Board members were given an updated version of the manual.

4. Election of Chairperson and Deputy Chairperson

Chairperson – Richard Hemingway nominated by Tracey Gibson and seconded by Martin Toomey. No further nominations and so duly elected.

Agreed to defer the Deputy Chairperson election until Board members are better known.

Result: Richard Hemingway – BOT Chair person

3. Committees

Delegations updated

Disciplinary – All members except the Principal and student representative available, and will be called by Chairperson as needed.

Acting Principal – Deputy Principal Dean Sheppard. To attend and participate on the Board but with no voting rights.

Disclosures Officer – Wayne Bosley

Finance – Wayne Bosley, Dean Sheppard, Tracey Gibson, Martin Toomey, Maxine Bird

R Hemingway/B Berry
Carried

Audit – As needs basis by rotation

Sabbatical – Vicki Ashton, Maxine Bird, Luke Faed, Richard Hemingway

Cheque signatories – to remain as Wayne Bosley, Maxine Bird, Richard Hemingway, Dean Sheppard

Health and Safety Representative – Parent BOT -Ed Nepia, Student Representative –Bella Berry.

R Hemingway/ T Gibson
Carried

CURRICULUM REPORTS:

Technology Learning Area

Simon Nyhof showed the Board the workshop areas and some of the work that was being produced for the different year levels.

SELF REVIEW:

NAG4 Finance and Property

Tracey and Martin agreed to run this review. Maxine provided the last audit as a starting point.

Tracey left

SPECIAL TOPICS:

ILC

Claire Easterbrook gave an informative presentation on the International Language Centre. Marketing options into the future were also discussed.

Distance Learning

Heather Watt presented a power point on Distance Learning at the school. Her annual report was also circulated. Distance Learning comes in the form of Correspondence, Video Conferencing, Scholarship mentoring, STAR and Trade Academy.

Heather has a timetabled class for Distance Education so these students are well supported and succeed.

REPORTS:

Principal's Report

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

Wayne explained that the Principal's report doesn't stand alone, it has to sit alongside the annual plan which is provided in the Governance Manual and updated each year. It was felt it would be helpful to have a workshop on the annual plan for new Board members.

Wayne confirmed that Year 9 & 10 results had no national standard to work with, these were set by MAC and reported on at the beginning of year curriculum reporting.

Property

Written report received by the Board prior to the meeting.

Hostel

Written report received by the Board prior to the meeting.

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

W. Bosley/R. Hemingway
Carried

At this point the Board resolved to move out of committee

W. Bosley/R. Hemingway
Carried

MINUTES OF THE PREVIOUS MEETING

Minutes of the previous meeting on 31 May 2016 had been circulated prior to the meeting.

RESOLVED: That the minutes of the previous meeting held on 31 May 2016 were a true and accurate record

W. Bosley/B. Berry
Carried

CORRESPONDENCE

The correspondence schedule was included with the agenda.

Anonymous uniform letter had been briefly discussed at last month's meeting but decided it was part of a bigger discussion about the full uniform at a later date.

STA training can be accessed by the Board for free. There is a BOT training budget to cover any travel costs.

RESOLVED: To accept inwards correspondence

R. Hemingway/B. Berry
Carried

GENERAL BUSINESS:

Meeting Times

The new Board were happy with the current day of week and timing for Board meetings. Ed stated that he was often away and it was agreed to look at the options for video conferencing.

DATES

Next Board meeting: **Tuesday 26 July 2016, 5.30pm**

Next Meeting Agenda:

Learning Area: English

Self Review: NAG 4

Strategic Aim:

Special Topics: Pathways and Special Needs

Discussion Topics:

General Business

Meeting closed at 9.30pm

Signed as a true copy of the minutes:

Chairperson

Date

Action Plan

Check coopting of DP with full voting rights	Maxine
Glossary of Education terms	Wayne