

MINUTES OF MOUNT ASPIRING COLLEGE BOARD OF TRUSTEES MEETING HELD ON TUESDAY 21 OCTOBER 2014 AT 6.00 P.M.

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

In Attendance: Maxine Bird (Secretary), Dean Sheppard, Heather Watt, Katrina Fox, Eden Brown

Apologies:

WELCOME

Special welcome to Jonny Brebner, our new student rep.

CURRICULUM REPORTS:

Mathematics

Katrina Fox and Heather Watt hosted the Board in Room 31.

Katrina talked about Junior Maths.

- The curriculum is based around National Standards.
- 80% target being met
- Team meet regularly with Cromwell to share ideas
- Team planning is shared on google as is the tracking of student progress across the year level
- Staff utilise the IXL website and use e-asttle testing
- Trialled "mixed up maths" this year on Thursday mornings. Students went to different teachers based on their abilities. This went down really well with the students.
- Maths Buddy used for homework and helps with tutoring at home.

Katrina and Heather were asked questions from the previous year's report:

- Junior maths did not have a real issue with student absences, and promoted self responsibility
- Focus on senior algebra skills. Teaching at the beginning of the year, with 20min sessions every period. Identified a focus right back at juniors and then make sure there is a common approach to teaching algebra at all levels.
- Tutorials offered to students
- Key to improving NCEA grades is upskilling teachers, a number of teachers are not specialist Maths teachers, so plenty of good practice and consistency taught.
- Extension needs to be expanding sideways with a focus on problem solving.
- Have teachers working with extension students, and also small groups for those well below. This group find it a positive place to be.

Heather and Katrina left

Board discussed the relevance of the previous years' reports once we got to this end of the year. It was felt that the presentations, though, updated the Board well on how the departments were going in the current year. We need to make sure that departments are shuffled as to the time of the year they present. Diana and Tracey to review reporting with Vicki Ashton.

SPECIAL TOPICS:

Draft Goals 2015

Wayne provided the Board with a draft of the 2015 goals. It is in the very initial stages, but felt that the 2014 goals were very worthy and there was still more work to do, so did not want to change these much, or their priority.

One addition though may be to look at the wellbeing of our students, with a growing trend for students with anxiety. A wellness audit is an option that could be looked at and would be useful for data and identifying trends and triggers. Look at resourcing and teacher strategies.

It was difficult to review the strategic aims at this stage, with results still outstanding. Wayne would table a more formal draft at the next meeting, but welcomed thoughts from the Board.

SELF REVIEW:

NAG3 Personnel

John and Paul to make a time with Wayne and Maxine to go through the questions.

DISCUSSION TOPICS:

SMS Reporting / Fortnightly Reports

Wayne provided information to the Board regarding fortnightly reporting. This is a simple 1-5 system based on achievement and behaviour. The data would be entered straight into Kamar, and could be used by Deans and Whanau teachers to not only highlight any negative trends by individuals, but also the positive ones. Dean showed how this would work in Kamar, and how reports could be generated, and issues alerted for the pastoral care of individual students, as well as on a group basis. This was in the planning stage and has not yet been presented to staff as an option.

Reviewing Learning (Y7-10)

The Principal gave an overview of a "Fish and Chip" meeting with the staff. This was a voluntary meeting, to discuss learning in years 7 – 10. It was not intended for decisions to be made from this meeting, but to be an open forum where people felt comfortable to put forward their ideas. The discussion was very informative and open, and would be the basis for looking at change going forward.

The Board were also given a study paper from Roger Moses, Principal of Wellington College, on Acceleration of Able Students.

The Board enjoyed discussing the concepts. Wayne felt it was important that the Board was included in discussions, student feedback would also be sought. The timetable needed to be set up with enough flexibility so that options could be trialled easily. It needs to be right for all students.

MOE visit re Future Education in Upper Clutha

Wayne and Richard joined with Ministry of Education staff and Principals and Board Chairs from Wanaka Primary School, Hawea Flat School, Holy Family School and Mt Aspiring College on Thursday afternoon. The purpose of the meeting was to outline the methodology for new consultation about future education in the Wanaka area. This term, we will work with a representative focus group to prepare information packs that will be used to engage with schools and the wider community, early next year. We anticipate that a range of options will be considered and, to date, no decisions have been made.

REPORTS:

Principal's Report

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

Wayne advised that he had been granted a term's sabbatical in 2015, to study Performance Management and Coaching.

Property

Written report received by the Board prior to the meeting.

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

Minutes of the finance meeting held on 23 September, the 2013 Audited Annual report and Audit letter, were circulated to the Board prior to the meeting.

The audit letter contained errors, which the Board felt needed addressing, along with the extreme lateness of the audit being completed. The Board agreed to write to the auditors expressing our concerns.

Resolved: To adopt the 2013 Annual Report, showing a net operating deficit of \$46,322

R Hemingway/J Brebner
Carried

GENERAL BUSINESS:

Principal's Performance Appraisal:

An external appraiser has been employed to undertake Wayne's performance appraisal. A finalised report will be tabled in committee at next month's meeting.

Board Training

Richard is attending an NZSTA workshop on Personnel, being held in Cromwell next Tuesday. Richard will be attending and will report back to the rest of the Board.

Some discussion around the need to train and upskill. Could organise for NZSTA to come to us, and look at working with other schools. We can also use in house expertise to upskill in areas such as NCEA.

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/J. Watherston
Carried

At this point the Board resolved to move out of committee

R. Hemingway/J. Watherston
Carried

MINUTES OF THE PREVIOUS MEETING

Minutes of the previous meeting on 9 September had been circulated prior to the meeting.

RESOLVED: To approve minutes of 9 September

R. Hemingway/D. Schikker
Carried

CORRESPONDENCE

The correspondence schedule was included with the agenda.

RESOLVED: To accept inwards correspondence

D. Schikker/J. Watherston
Carried

FAREWELL STUDENT REPRESENTATIVE

Richard thanked Eden for his contribution to the Board as Student Representative for the last two years, and presented him with a gift.

DATES

Next Board meeting: **Tuesday 18 November 2014, 5.30pm**

Next Meeting Agenda:

Learning Area: Health and Physical Education

Self Review: NAG 3

Strategic Aim:

Special Topics:

Team Green

Discussion Topics:

Board Training and Upskilling

General Business

Meeting closed at 9.00pm

Signed as a true copy of the minutes:

Chairperson

Date

Action Plan

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