

# MINUTES OF MOUNT ASPIRING COLLEGE BOARD OF TRUSTEES MEETING HELD ON TUESDAY 8 FEBRUARY 2016 AT 6.00 P.M.

**Present:** Wayne Bosley, Bella Berry, Luke Faed, Tracey Gibson, Richard Hemingway (Chair), Diana Schikker, Paul Tamati,;

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

**Apologies:** John Watherston

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## ***SPECIAL TOPICS:***

### **Arts Coordinator**

Jools Hall report distributed to Board which described her role, recent projects, current focus on the Production and future considerations.

A clash for the LWC for Production with YAMAI highlighted the need for a community notice system for the arts, possibly a “Didn’t know that was on” Facebook page.

Jools’ role is part time but difficult to quantify or be consistent from week to week, as needs differ throughout the year.

Jools was thanked for doing a fantastic job.

### **Sports Coordinator**

Jacky Toepfer presented a report on achievement of the annual goals specific to sports.

Student participation targets just short, but good increases, close to Otago averages and well above national averages. Staff involvement is increasing and close to target but need more involvement in coaching.

Jacky has increased communication to students and parents and also increased the support especially for some of the smaller sports making them feel part of a MAC team. But some parameters will need to be set as increasing participation and events also increases the role. Her involvement may need to be limited. Discussed whether there should be restrictions on how much sport and consequently how much time out of class, or do we look at individuals and how they manage their time. Deans have already done some work on this in 2015.

Teacher and Parent participation in sports was discussed and how this can be increased given that both were getting very busy.

Is there an opportunity for Jacky to talk to staff about value of sport?

## ***SELF REVIEW:***

### **NAG Review Timetable 2016**

NAG 4 Finance and Property – Term 2

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NAG 6 Legislation –second half of year

Health and Safety Legislation will be a major factor in this.

## ***DISCUSSION TOPICS***

### **Charter Review/ Survey Analysis**

Richard had drafted a thank you letter to the community for participation in the survey to go in newsletter.

Full parent and student surveys had been distributed to the Board and Richard had summarised both of these in a one page document.

The Board felt the level of response and low level of conflicting response would dictate that we do not need to delve further with our survey. There were very few Year 7 & 8 responses, the questions may have been hard to interpret, if felt necessary they will rewrite some questions and survey via their teachers. There is a follow up meeting with the Maori community to come. But apart from the last two groups the Board felt they had enough information to go forward with the Charter Review.

Richard highlighted what he felt were 6 must have points, we need a charter that speaks strongly to these points.

In addition to the Charter we have the 6 strategic aims which need to be considered. Some thoughts about these:

- Community consultation response very positive should it remain as an aim.
- Physical environment wish list is very big.
- To continue providing many opportunities.
- Caring nature, support and follow up.
- Class sizes, resourcing focus? Small classes need more buildings. Or more teacher PD?

While there were a number of negative comments a good number of these had already been addressed or initiatives put in place, and this was a positive. Overall a positive response.

Next meeting to see how it will effect the words in the charter, leave as is, change or completely replace some parts. We should look at simplifying our language. SOAR underpinning our values.

Key competencies headings are set by the MOE.

Our current Charter needs to be with MOE by 1 March. Wayne to respond to the MOE that we are currently in review and not willing to update our charter before our processes have been completed with the exception of checking that the SOAR values are correctly connected in the current charter.

## ***REPORTS:***

### **Principal's Report**

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

Goal reporting will show initiated goals in red.

Very positive start to the year with all staff included in Staff only day. Over 100 staff in the staffroom.

Roll numbers are up on MOE predictions and our budgeted projections. 1 March confirmed staffing should show an increase on staffing and operations grant.

Great academic results, of note: boys writing results for National Standards fantastic and our NCEA boys results are well above national rates. Dean is getting much closer to having better analysis of progress for our Year 9 & 10 students.

Have begun to look at whole school reporting on Health and Safety, including staff wellness.

## **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.

## **Finances**

### *ILC Fee Proposal*

Endorsed fee proposal as tabled, increase tuition fee by 5% from 1 July 2017. Increase homestay by \$10 per week to \$270, with a Term 3 only fee of \$310 to compete with Cardrona rates. This was run past the finance committee prior to the meeting as Claire needed to advise German agents by today for their publications.

**RESOLVED:** To endorse ILC fee proposal as above

P. Tamati/B. Berry  
Carried

### *Hostel Fee Proposal*

Propose to increase the boarding fee by \$300 to \$13900pa. All other hostel fees to remain the same.

**RESOLVED:** To increase the hostel boarding fee for 2017 to \$13,900.

B. Berry/L. Faed  
Carried

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

Minutes of the previous meeting on 8 December 2015 had been circulated prior to the meeting.

**RESOLVED:** That the minutes of the previous meeting held on 8 December 2016 were a true and accurate record

D. Schikker/P. Tamati  
Carried

## ***CORRESPONDENCE***

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The correspondence schedule was included with the agenda.

**RESOLVED:** To accept inwards correspondence

R. Hemingway/P. Tamati  
Carried

***GENERAL BUSINESS:***

***DATES***

Next Board meeting: **Tuesday 22 March 2016, 5.30pm**

Next Meeting Agenda:

Learning Area: Summative Curriculum report

Self Review:

Special Topics: Distance Learning/ Property

Discussion Topics: Charter Review Part 2

General Business

Meeting closed at 8.45pm

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

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**Chairperson**

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**Date**