

WAIRARAPA COLLEGE BOARD OF TRUSTEES

Minutes of the meeting of

January 2010

Minutes for the meeting of the Wairarapa College Board of trustees held in the Board Meeting Room – Wednesday 27 January 2010 at 7.00pm.

Present: Ray Dawson (Chair); Catherine Bates; Wendy Hemi; Jan van Vliet; Geoff Copps; Mike Schwass (Principal); Gavin McEwen (Staff Representative); George Littlejohn (Student Representative); Maxine Bird (Secretary)

Apologies: Percy McFadzean; Wendy Hemi (late) Paul Adamson; Catherine Bates (late)

1. CONFIRMATION OF MINUTES

RESOLVED: That the minutes of the Board meeting as circulated be confirmed as a true and accurate record of the meeting held 25 November 2009.

G. Copps/J. van Vliet
Carried

RESOLVED: That the minutes of the Finance Board meeting as circulated be confirmed as a true and accurate record of the meeting held 16 December 2009.

R. Dawson/J. van Vliet
Carried

2. MATTERS ARISING

Additions to canteen by PTA held up until after the gala.

Airconditioning going in in April holidays.

Transition time for PE uniform. Uniform decided but not in stock yet.

Painting done on English Block and Siberia, Social Studies block to be done in April holidays, as a very wet Christmas holidays.

3. ITEMS FOR CONSIDERATION UNDER SECTION 48 OF THE “LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETING ACT 1987”

(1)

4. CORRESPONDENCE

As per list provided.

RESOLVED: That the correspondence inwards be received and outwards be endorsed.

J. van Vliet/G. Copps
Carried

5. FINANCE REPORT

The Financial Reports for the period ended 31 December 2009 were reviewed.

RESOLVED: That the Financial Report of the College for the period ended 31 December 2009 be approved.

G. McEwen/J. van Vliet
Carried

The School accounts for payment for January 2010 were reviewed.
Christchurch City Council account queried. This was for 2nd hand library books for the
History of Art Department.

RESOLVED: That the School Accounts Paid and for Payment totalling \$722,769.52 be
approved

G. Copps/R. Dawson
Carried

BUDGET 2010

Maxine advised an error found in budget, new adjusted cash deficit \$57,639.

RESOLVED: To approve adjusted budget showing an operating deficit of \$57,639.

R. Dawson/G. McEwen
Carried

6. PRINCIPALS REPORT

The Principal's presented his written report.

NCEA results discussed.

2010 draft Charter discussed, minor changes. SMT to meet tomorrow to add detail, and will
be re-presented to the Board next month.

BOT happy to be reported to on each of the 5 goals.

Leave application for Tim Johnson –requested LWOP for two weeks beginning of term 2.

RESOLVED: to grant LWOP on proviso reliever arranged by Tim Johnson

M. Schwass/R. Dawson
Carried

RESOLVED: That the Principals report be received.

M. Schwass/R. Dawson
Carried

7. EOTC

Junior Activities Trip Reviews

Written reports received from

Survivor

Kahutara Canoes

High Ropes

Indoor Sports

Extravaganza

Mountain City Sea

Book Club

Computer Games

Windsurfing

Check High Ropes RAMS in regard to checking outside providers licences valid. If this was
included in the RAMS need to go back to Outdoor Pursuits and take to task about unlicensed
bridge. Report at next BOT meeting.

8. STUDENT REPORT

George reported that Y11 course confirmation was today, and most students seemed keen to
get back.

9. **PROPERTY**

Phone System

The EO reported that the phone system had gone down over the holidays, and that after phone calls to BOT it was decided that because of its age, money should not be spent on trying to fix it. Part were unable to now be sourced for the system, so this and subsequent repairs would mean taking the parts away for repair, meaning downtime for the system of up to 3 days. Given the urgency of the getting the system up and running for the beginning of the school year, only two quotes were sought, one from our current provider, Waicom, and Cogent. While Cogent's price came in at a slightly lesser price, their references did not check out favourably, so it was decided to go with Waicom

RESOLVED: To approve new phone system quote from Waicom at \$25805.10

R. Dawson/C. Bates
Carried

Hall Update

Karen Barbour's written reports were presented. Discussed whether the Masterton District Councillors should be invited to the Friday night event given the lack of financial support to date. It was decided to invite to the Saturday opening only.

RESOLVED: That the Special Projects report be received.

R. Dawson/W. Hemi
Carried

10. **GENERAL BUSINESS**

Grant Applications

Maxine presented grant applications.

RESOLVED: To endorse the following grant applications:

Westpac Sponsorship	Grand Piano	\$5000
Hong Kong & Shanghai Banking Corp Ltd	Grand Piano	\$5000
Tower	Grand Piano	\$5000

J.van Vliet/G. Copps
Carried

Website Update

Only one profile received.

11. **AT THIS POINT (8.15pm) THE PUBLIC ARE EXCLUDED FROM THE MEETING, WITH THE AGENDA TO BE DEALT WITH UNDER SECTION 48 OF THE LGOIMA 1987 ATTACHED.**

RESOLVED: That the meeting move into Committee.

Ray/Catherine
Carried

12. **AT THIS POINT (8.25pm) THE MEETING RESUMED IN OPEN MEETING. TO CONFIRM IN OPEN MEETING**

R. Dawson/W. Hemi
Carried

Policies

The following policies were reviewed by the Board:

Curriculum
Assessment
Policy on Documentation and Self Review
Consultation and Communication with the Community
Professional Development
Personal Grievance Policy
Finance Policy
School Facilities Policy
Communicable Diseases Policy
Student Guidance and Support Systems
Sexual and Other Harassment
Smokefree Environment
Education Outside the Classroom Policy
Treaty of Waitangi
Policy on Management Units

13. THE MEETING CLOSED 9.40PM

Confirmed this Day of