

Minutes of Mount Aspiring College Board of Trustees Meeting held on 12 February 2008 at 6.00pm

Present: M Barton, W Bosley, D Cassaidy, A Davidson, A Penniket, T Perry
G Ruddenklau (Chair), D Schikker

Apologies: L Jolly

In Attendance: H Hammond (Secretary), J Merton

D Schikker/M Barton moved that the apologies be accepted. Carried.

Curriculum Focus – Adult & Community Education (ACE)

Jenny Merton was welcomed to the meeting and presented the discussion document sent out prior to the meeting. This highlighted issues and questions on the bigger issues relating to ACE. Jenny was looking for closer liaison with the Board regarding direction and guidance for the ACE programme, as highlighted by ERO in a recent visit.

In 2007 152 students enrolled and attended ACE courses. 18 courses were offered, more are advertised but only run if there are sufficient numbers. Subjects ranged from Spanish, Art, Sustainability, Plants 4 Free, Woodwork, etc.

It was asked how the national priorities for ACE fitted with the local priorities.

The priority learner groups nationally were Maori and Pacific Islanders, plus those requiring literacy and numeracy. Although the first two groups were not large in this region, the Time Out for Study programme targeted the literacy and numeracy requirements. This programme also assisted with raising foundation skills.

The national priorities of encouraging lifelong learning, strengthening communities and strengthening social cohesion, were more important in this region. Often the topic studied was not the highest priority for students, it was more of a social need being met and the opportunity to meet other people.

Students were predominantly female and middle-aged. Not many younger people or men enrolled. School students are not funded. Students should be NZ citizens or permanent residents to attract funding.

The ACE programme is bulk funded and it is left to the college to decide how to distribute the funds. Some schools use the grant to pay for tutors and pay for administration and resources from fees, but stop offering courses when the funding is used up.

Currently the programme aims for cost recovery, with the funding used to pay for coordination and to subsidise some courses such as Time Out for Study, which aims to support people doing distance education.

At least 15% of the funding must go towards supporting community groups for their educational initiatives, for example, this has been accessed by the Bridge Club in the past.

Jenny would like a more formal relationship between the ACE programme and the board of trustees and suggested that a Board member joins the ACE advisory committee.

- A Penniket volunteered to be the Board representative on the ACE advisory committee.
- One of the Board's goals this year is to improve community interaction and there may be an opportunity to use this to gain feedback about ACE.
- T Perry asked whether ACE funding could be used to assist with kapahaka and this was possible if it was aimed at parents who could be accompanied by their children.

Jenny was thanked and left the meeting.

Election of Chairperson

G Ruddenklau vacated the Chair and Wayne Bosley called for nominations for the role of Chairperson.

A Penniket/M Barton nominated G Ruddenklau as Board Chairperson for 2008..

There being no other nominees, G Ruddenklau was duly elected.

G Ruddenklau resumed the Chair.

Goals and Annual Plan

2008 Budget

- The deficit has now been trimmed back to \$143,000. After depreciation this is a cash loss of around \$13,949.
- The use of parental and community involvement to raise funds was raised.
- It was agreed that the property budget be tidied up and a final tune done once the 1 March roll figures are known, and the budget would be brought to the next meeting for ratification.

Strategic Goal – Community Interaction

It was agreed that the topic of Prizegiving would be ideal to trial different methods of community consultation. A decision is needed regarding the format of Prizegiving by the end of term one, given the fact that the gym is no longer an adequate venue for the whole school and guests.

Aim for parent, staff and student feedback. Need to identify what we see as valuable about Prizegiving and what we achieve through it, and then what is the best way of achieving this outcome.

- Student survey – A Davidson to organise.
- Staff – W Bosley to organise a staff questionnaire.
- Parents – suggest each elected Board member ring around 15 families. Also ask for feedback through the newsletter. Look also at emailing families personally. Audit committee and anyone else interested to meet in the week prior to the next meeting to work out a proposal for information gathering and collation – any ideas or suggestions to D Schikker.

Board Agenda and Self Review Timetable

A draft agenda was circulated. There are still gaps for special topics, any suggestions to G Ruddenklau or W Bosley.

Curriculum topics have been identified for the year, Literacy and Numeracy have not been included as they were covered last year. Physical Education was identified as a gap, possibly double up with Sports Coordinator in September.

A review of Rutherford is a goal for this year, this will be done by W Bosley then brought to the June meeting.

Maori to be included as a special topic as soon as practicable.

The concept of a pre-meeting curriculum presentation was not feasible as Board members were not necessarily available in the afternoon. Presenters should be asked to put in a written report prior to the meeting and be prepared to answer questions during the meeting.

It was agreed to change the April meeting from Tuesday to Wednesday, 9 April.

Principal's Report

W Bosley presented his written report. It has been a good start to the year, with the senior timetable still shaking down and final decisions to be made at the end of next week. Numbers are 616 in total with 18 internationals including 3 exchange students and 15 fee-paying students, leaving 598 domestic students. The final count will not be established until the 1 March returns are done.

Chairperson's Report

G Ruddenklau suggested a function for board members and partners, it was agreed to be held on Friday 29 February starting at 6.00pm with golf at Hawea then a potluck BBQ at Grant's.

A Foundation meeting had been attended on the previous evening, and the Foundation would be included in the Board Agenda and Self Review timetable as a special topic.

Student Report

A Davidson thanked the board for sending him on the Spirit of Adventure voyage, it had been an amazing experience through which he had made new friends and learned a lot about the role of student representative.

Great feedback had been received from students about the 2007 Prizegiving, the students had felt very involved and there was a positive family feeling about the event.

The house day had gone very well and this was a good introduction for new students. Students were now getting back into school mode.

The Student Council would be elected soon and house leaders had put themselves forward at the house day.

Whanau Report

T Perry tabled her report.

An issue has arisen with respect to the role of the Maori representative, with some parents having possibly unrealistic expectations of what the representative can achieve.

G Ruddenklau pointed out that the position is not mandated in law, but the input should be at a strategic level, as expected of any board member. There should not be an expectation that the representative would organise events, etc.

T Perry pointed out that the parents are keen to have a kapahaka group and had done some fundraising towards this. However it was difficult to get a tutor.

It was agreed that Maori Community Interaction be brought forward in the Board Agenda timetable. The role of Te Korowai within the local community and the Te Hononga document needs to be clarified. The document would be sent out to Board members.

It was agreed to organise a meeting on Thursday 21 February at 7.00pm with Maori parents, to be attended by G Ruddenklau and W Bosley as well as T Perry, to try to clarify some of the issues. A notice would go into the newsletter as well as letters of invitation and phone calls.

Finance

Funding Application to NZ Community Trust

A Penniket/D Cassaidy moved that an application be made to NZCT – NZ Community Trust for the Mount Aspiring College Sailing Team trip to the Secondary Schools National Teams Racing competition in Whangarei. The total amount requested is \$3280.00. Carried.

Online Banking

The Audit Committee review recommended setting up online banking. For this to operate efficiently it was recommended that H Hammond be the Administrator and an Authoriser, which would also require her to be a cheque signatory.

M Barton/A Davison moved that H Hammond be added as a cheque signatory. Carried.

Audit Committee

There would be a follow up on financial procedures at the next meeting, following the Audit Committee review last year.

Any Other Business

1. D Cassaidy raised the issue of drug-testing of outdoor pursuit students. Currently the policy is for all students to be tested at the start of their programme for cannabis use, and then random sampling is carried out during the year. Suggest that just doing random testing would be more effective as a deterrent. Possibly agenda this topic for a fuller discussion, in the meantime trial random testing only this year.

2. D Cassaidy advised that the Kahu Youth Trust is having difficulty in recruiting trustees. If anyone has suggestions for shoulder tapping please let Dave or Rachel Cassaidy know.

Minutes of the Previous Meeting (14 December 2007)

D Schikker/A Penniket moved that the minutes are an accurate record of the previous meeting. Carried.

Matters Arising

None.

Correspondence

The correspondence schedule was circulated with the agenda. Three items were noted:

1. The Ministry of Education has agreed to meet 50% of the cost of the Opus development plan up to a maximum of \$12,000. They have also requested a copy of the plan before it is finalised.
2. The Ministry have acknowledged receipt of the 2007 charter.
3. There will be a cluster group meeting for Boards of Trustees in Cromwell on 31 March at 7.00pm at the Golden Gate Lodge and a Special Education information meeting in Cromwell on 28 May. Grant will send out reminders beforehand, and it would be good to have some attendees at each.

Other Business

1. A Penniket volunteered to put some ideas down for the discussion on Sustainability in April.
2. W Bosley presented a proposal by the Sports Coordinator, Kellie Bailey, for a sports top which would be purchased by students who were representing the college in external sporting events. This was met with support, particularly if the colour was black with gold as this was a house-neutral colour. It was also suggested that the students would be very keen to purchase the shirt if their name was on the back. These suggestions to be taken back to Kellie.

Dates of Next Meetings:

Social event	Friday, 29 February, 6.00pm at Hawea Golf Club
March BoT	Tuesday, 4 March, 6.00pm (dinner at 5.30pm)
April BoT	Wednesday, 9 April, 6.00pm (dinner at 5.30pm)

Meeting finished at 8.50pm.

Signed as a true copy of the minutes:

Chairperson

Date

Action Plan:

What	Who
Budget finalised for March meeting	Grant, Wayne, Helen
Parental survey questions planned	Audit Committee
Student survey	Angus
Staff survey	Wayne
Send out copy of Te Hononga to Board	Helen