



**MINUTES OF THE BOARD OF TRUSTEES MEETING HELD ON 31ST
MARCH 2009 IN THE BOARDROOM**

PRESENT: Mike Horsley, Judith Logan, Leonie Summerville (A/g Principal)
Nan Kingston-Smith, Eddie Bauckham and Chris Ferguson.

IN ATTENDANCE: Secretary.

APOLOGIES: Pauline Cowens, Nicky McCool & Chris Ferguson for lateness.

MEETING OPENED: 5:30 pm

Conflict of Interest declaration: Nil

Mike Horsley advised that he had been invited to put his name forward for a GNP proposal by a contractor to the new Papamoa School.

Strategic & Decision making items - Principal's Report

Targets 2008 & 2009

The suggested targets as supplied by the Principal were reviewed with the following recommendations & changes, the Principal to update and e-circulate to Trustees for a further review. It was noted that with global targets, some departments will do well while others won't due to the nature of their assessment regimes.

Literacy assessment is now available in both English and Te Reo.

The suggested targets largely address Goal 1, Goals 2 – 5 were discussed but targets have yet to be set.

Student Achievement in Senior School

Change a) to read 6%

Change the sentence to read: The gap between Maori student achievement and non Maori achievement will decrease by 6% in Year 11 and by 5% in Years 12 & 13

Chris Ferguson spoke to the 2010 change to National levels and pathways as part of the new curriculum. Margaret Egan is tasked with introducing the change in our College.

The number of students not achieving Junior Diploma was noted and a need to improve Maori achievement in Junior school was seen as a priority. It was noted that some Maori students in Year 11 were studying at Year 13 level Te Reo

There was general discussion on the merits of enrichment versus acceleration for Gifted and talented students.

Table Property Assessment Report (from Paul Barnett)

Paul Barnett to be invited to the April 28th meeting to speak to his report.

Sports coaching programme – 2009

There was wide discussion on Sporting & Cultural successes at TGC and while there is support for the payment of coaches, the matter is to be held in abeyance until funding sources can be developed. The use of Charitable Trust donations is one option that may be considered.

Progress with Wireless across campus

The report as tabled was discussed. It was agreed that the proposal was a good starting point and the Principal is now asked to obtain two alternate proposals from appropriate suppliers for a campus wide wireless network provision.

Budget Update and approval

The 2009 final budget, as presented at the Evaluation & Monitoring meeting held on 23rd March was discussed. The issues raised at that meeting were reviewed and it was moved that the Board cease the

committee attendance payments to Trustees as from March 1 2009 in recognition of the tight fiscal situation.

Moved J Logan / E Bauckham
Carried

The recommendations of the Evaluation & Monitoring meeting held on 23rd March were ratified

Moved J Logan / M Horsley
Carried

The 2009 final budget, as amended by the change to Trustee payments, was moved for approval. This will allow the provisional 2009 text book allocation to stand with only a \$5,000 shortfall. The final budget provides for a cash surplus of \$70,000 (Net deficit of \$215,000 after depreciation)

Moved J Logan/ M Horsley
Carried

Administration expenses review: Andrew Taylor has been tasked with this and Trustees were invited to email Andrew direct with any areas that they wanted reviewed.

The date for the next Evaluation & Monitoring meeting falls in the school holidays and may need to be reviewed if insufficient members are available.

Principal's Performance Agreement

The agreement which had four strands was referred to the Chairperson to review and complete the agreement with the Principal.

Achievement Data

AsTTle – Junior school data. Testing completed 2 weeks ago. This item has been referred to the April meeting. The testing is to compare students coming in and students going out in order to measure and evaluate improvement. This is an area that ERO will be looking at.

Breakdown of excellence, merit, achieved from NCEA for the next meeting.

Policy Reviews

Roles and Responsibilities of the Principal

Moved that the policy be reviewed and accepted with a next review in October 2011

N Kingston-Smith / J Logan
Carried

Operational Policy: Principal's Performance Appraisal

To be amended to clarify what was a *summary* report following a recommendation by John Carlyon. Feedback from John Carlyon to be sought and to be brought back to the April meeting.

Principals Appraisal: A note from John Carlyon recording *that Mrs Cowens does in my view easily reach the requirements of all the professional standards (as outlined in the collective contract document)* was tabled as part of the meeting.

EVALUATION & MONITORING COMMITTEE:

2008 Annual Report Preparation

Finalising of the 2008 Annual Report is expected this week. A full copy to be sent out to members in the April BOT mail out

Moved that the financial statements be approved and submitted to the Auditor.

J Logan/ N Kingston-Smith
Carried

Pub Charities Applications: The schedule of 4 applications totalling \$24,465 was confirmed.

The request for \$3,392 to upgrade the D block fibre link was approved as a charge to the 10YPP program.

Chris Ferguson spoke to a proposal to provide a \$20 per staff member subsidy to buy a standard jacket with a TGC logo on it. The idea was seen to have merit but given the tight fiscal position the Board was unable to provide funding. The TGC PTA could be approached.

CORRESPONDENCE:

TGC Rowing, details of the TGC Rowing component of the Scottwood Trust application was received.

The request for the Board of Trustees to meet the annual insurance cost of \$1,045 was approved.

A congratulatory letter is to be sent by the Principal on behalf of the Board to Lewis Hocking and his staff on the outstanding numeracy results for 2008.

Moved that the correspondence inward be accepted and outwards endorsed.

J Logan / E Bauckham
Carried

STUDENT REPORT The Student report as tabled was accepted.

MINUTES OF PREVIOUS MEETING:

Moved that the minutes of the meeting held on February 19th 2009 be confirmed.

J Logan/ N Kingston-Smith
Carried

MEETING CLOSED: 8.05pm

NEXT MEETING: 5:30pm, Tuesday 28th April 2009

CONFIRMED:

DATE:

28th April 2009