

MINUTES OF THE MEETING OF THE ONSLOW COLLEGE BOARD

Location: Onslow College Staffroom

Date: 25 November 2024 AT 5:30 PM

Present: Sheena Millar, Trijal Pednekar, Piripi Evans, Marianne Taylor, Pemma De wit, Misbah Sadat, Carol Murray-Brown (Online), Chris Albertson, Maia Thompson, Jessica Churchman, Bronwyn Raybould (Chair), Ezra Shaw, Melina Hogg (Online)

Apologies: Andy Inder, Nell Fitzjohn

Guests: Barry Manning, Jono Wyeth, Craig McWilliam

Welcome

Meeting Administration

Disclosure of Conflicts of Interest

No new conflicts disclosed

Minutes and Matters Arising

Motion:

The minutes of the meeting held on 30 September 2024 were confirmed as being a true and accurate record of the meeting.

Moved: Chris Albertson | Marriane Taylor | **CARRIED**

Correspondence

Charter Schools

The board discussed charter schools and agreed to write a letter acknowledging the current board's position.

Consultation letter St Bridget's school

The proposed change would allow non-Catholic students to attend St Bridget's School without the need for conversion. This change may create a pathway for non-Catholic students to progress into Catholic secondary schools instead of attending their local schools.

Action: *The Board requests that the school writes a letter to the Ministry to consider the impact of this change on zone enrolments and ensure that measures are in place to prevent adverse effects on out-of-zone enrolments for local schools.*

Grant Applications

The board unanimously agreed for the grant applications to be approved

School Lunches

Te Ara School, which operates under our oversight, has expressed a desire to withdraw from the school lunches program. This decision is due to funding constraints, as they lack the financial resources to continue providing kai to their students.

Action: The board unanimously agreed to withdraw from the school lunch program. They would like to know how this will impact students and whether alternative support of funding avenues could be explored to address the issue.

Resignations

The board noted all the resignations and wished them all the very best.

Response to the Hikoi

Kate from the Ministry of Education reached out to confirm if EOTC forms had been completed to ensure the safety of students participating in the hikoi and inquired about how attendance would be marked for those attending.

Action: Draft a letter to the Ministry requesting clarification on why the process and requirements for the hikoi differ from previous events, such as those related to climate change or diversity initiatives.

Correspondence was noted and the board unanimously moved all correspondence.

Moved: Bronwyn Raybould | **CARRIED**

Discussion Papers

Principals Report

Restorative Practice Feedback

There was a discussion about the feedback received on restorative practices. It was noted that while the focus has been on addressing incidents, there is an opportunity to broaden this approach. Suggestions included inviting whānau to learn more about the school's restorative philosophy and embedding these practices further into the Ako programme for next year.

Attendance Report

The gender-diverse attendance data prompted questions about processes to analyze this effectively. It was shared that many students identified in this category are working closely with guidance staff, often due to anxiety.

- Some students do not feel accepted, leading to reluctance to attend school.
- It was acknowledged that the school lacks adequate staff to fully support its most vulnerable students.
- A discussion was raised about employing a nurse onsite to support vulnerable students, with the need to evaluate budget implications for such a position.

Taster Days

Feedback from the Taster Days has been generally positive:

- Subjects like English, Science, and Math received particularly favorable comments.
- Some challenges were noted in how students adapted to the structure of the day.
- The Languages department is focusing on refining their sessions to align better with the program.

Market Trip

The market for international students from China has declined, with fewer long-term enrollments but some short-term visits. One-third of international students are from China. There has been increased interest from Germany and South America, indicating a diversification of markets.

EOTC

Bronwyn and Marianne will collaborate to create a Risk Overview Dashboard for overnight trips, as requested by the Board, to enhance transparency and safety monitoring.

Moved: Marianne Taylor | **Seconded:** Chris Albertson | **CARRIED**

Property Committee Update - Barry Manning (Kensway)

There are 16 ongoing projects at the school, with significant progress on major works including O Block, Q Block, and A Block related to seismic issues. The aim is to have all three blocks handed back by 31 January, but there are risks due to tight timeframes.

Key Updates

- **Seismic Upgrades:**
 - Contractors for O Block and Q Block are targeting a 31 January completion date.
 - Steel for O Block is expected to arrive on 6 January, sourced from Wellington companies.
- **Council Involvement:**
 - The council has assigned an account manager to streamline communication and approvals.
 - A shared SharePoint drive has been established with Kensway for better coordination.
 - Weekly meetings with the council have been arranged to monitor progress.
- **Consent Process:**
 - While consents will be lodged at project completion, occupation may proceed if the consent is delayed.
 - Consents for Room 32 and the Music Suite are still pending.
- **Timeline Risks:**
 - Tight deadlines could impact the availability of blocks for Term 1.
 - Pre-booking alternative venues in Johnsonville was discussed as a contingency, acknowledging potential sunk costs.

Additional Updates

- **Room 32:** On track for handover at the beginning of the year.
- **Fire Alarm Upgrade:** Work starts in December and will continue into Term 1 outside school hours.
- **Bus Bay:** Expected completion by 2 December 2024.
- **Turf:** Project is with the Ministry; efforts are being made to expedite the start date to early 2025.
 - Purpose-built classrooms will be erected in the same area.

Contractor and Management Changes

- Issues with transparency in project management were highlighted, prompting a request to appoint Kensway as project managers for the site.
- Both Maycroft and Hawkins contractors will be working through the Christmas period, with reduced breaks.

Board Acknowledgment

The Board expressed its appreciation for the work of Barry and his team in ensuring the progress of these projects under challenging circumstances.

Actions

- *Explore pre-booking local venues as a backup plan for Term 1.*
- *Maintain regular communication with the council and contractors to mitigate delays.*
- *Monitor and push for expedited consents and approvals.*

Property Media campaign strategy

Develop a clear media strategy to amplify the school's message with a focus on timing, outreach, and community involvement.

Key Steps:

- Ensure the campaign has clear goals beyond just visibility.
- Seek support from alumni and consult with communications experts like Kate Camp and Rosemary McLeod.
- Form a team including the Board and community members to plan the campaign.
- Aim for April to apply pressure at the right time.
- Use the voices of students, staff, and the community in the campaign.

- Adjust and refine the plan based on feedback and effectiveness.

Next Actions: Form a subcommittee, reach out to alumni for support.

Student Board Report

Building Remediation Concerns:

There is uncertainty about what will happen if remediation of O and Q Blocks isn't completed on time. However, it was noted that the school can occupy buildings at 34% seismic rating, and closing them isn't necessary unless they fall below 34%.

Board Decision on Safety:

The Board emphasised that decisions on school closure or evacuation are ultimately a board responsibility. The Ministry does not direct school closures. The decision to evacuate was made based on safety concerns, especially considering liability risks. The initial report showed 34% seismic safety, leading to the closure decision for safety and logistical reasons.

Student Feedback:

The majority of student representatives support the closure of O and Q Blocks to pressure the Ministry into faster remediation. Students also expressed their views on how the closure has impacted them.

Health & Safety Committee Update

A resolution was passed to form an HR subcommittee offline on 15 November 2024.

The subcommittee members are:

- Andy Inder
- Marriane Taylor
- Bronwyn Raybould

Moved : Bronwyn Raybould | CARRIED

Policy Committee Update

• Firearm Policy

The school's Firearm Policy applies to all students, whether on or off-site, and prohibits the use of firearms, including for those participating in shooting as a sport. SchoolDocs has advised that the school should create its own policy, with the possibility of adding an exemption clause for students representing Onslow at competitions.

• AI Policy

The development of a policy regarding AI is being discussed.

• Use of Te Reo across all policies

The board will work on this policy internally, with Bronwyn, Piripi, Maia, Jessica, Huia, and Connor collaborating to develop it.

Finance Committee Update

Board memo to increase the credit card limits for Katrina Brell (Property Manager) and Kay Swenson (Data Analyst Finance).

The board unanimously agreed to increase the credit card limits.

Moved: Bronwyn Raybould | Seconded: Chris Albertson | CARRIED

The board approved an offline motion granting a Procurement Exemption for the compressor, allowing the purchase to proceed without the usual procurement process.

Moved: Bronwyn Raybould | **CARRIED**

The Board moved into committee at 8:10pm

The Board moved out of committee at 8:12pm

Approved as a true and correct record:

Signed: 