MINUTES OF THE MEETING OF THE ONSLOW COLLEGE BOARD

Location: Onslow College Staffroom

Date: 28 April 2026 AT 5:30 PM

Present: Ezra Shaw, Piripi Evans(Chair), Tim Dagger, Jono Wyeth, Marianne Taylor,, Sarah Barnett, Gianni Martin, Craig McWilliam (Speaking rights), Sarah Gardner, Benjamin Wynyard-Terry, Bronwyn Raybould

Apologies: Chris Albertson, CO Pa'o

Guests: Bronwyn Polaschek, Daiji Kataoka

Welcome

The English Learning Area Leader presented their report, noting the amazing teaching practice, great culture, and flexible approach to accommodating students at Onslow College. The Board thanked Bronwyn for attending the meeting and for the work done in the report.

Bronwyn Raybould joined the meeting at 6:30pm

The International Director, Daiji, presented their report and ran through the direction where they would like to see it take over the next 5 years.. The Board thanked Daiji for coming to the meeting and for the work they have done on the report.

Craig McWilliam joined at 6:45pm

Minutes and Matters Arising

Motion:

The minutes of the meeting held on 30 March 2026 were confirmed as being a true and accurate record of the meeting.

Moved: Sarah Gardner **I Seconded:** Gianni Martin **I CARRIED**

Disclosure of Conflicts of Interest

The Principal disclosed that he is now on the SIEBA Board.

Correspondence

The Board discussed several aspects of the school's international travel guidance:

- It was suggested that airfare booking should align with existing school documentation standards. However, flexibility for case-by-case consideration of an additional night's accommodation was raised.
- The discussion focused on whether a per diem system should be implemented, or if staff should be required to keep receipts for all expenses.
- A key point was reiterated that international marketing expenses are funded by tuition fees, not government grants.
- For activities like hosting parents or school visits, where receipts may not always be obtainable, staff should create a detailed journal entry to document the expenditure.
- A question was raised regarding how remuneration or time-in-lieu is determined for staff undertaking this travel, noting that this is likely dependent on individual employment contracts, even though the travel is funded through the international arm of the school. The need for clear documentation on this matter in the relevant

paper was highlighted.

Motion: It was agreed to refer these matters to the Policy Committee for development of formal options and recommendations to be brought back to the Board.

Discussion Points - Community Consultation Proposal

Concerns were raised regarding the consultation process, specifically the significant effort and staff time consumed (including booking spaces), which could detract from 'business as usual' activities, especially given the potential for low turnout. The current scope was derived from a previous Board discussion, and the possibility of reducing in-person workshops in favour of online methods was considered. It was stressed that time is critical, and the process should be led by the Principal and the Board, but that it is vital to ensure the community's voice is accurately captured by an expert, rather than relying solely on our perspective. There was a concern that the value of the consultation could be undermined if the resulting interpretation is perceived as based on a single, potentially disgruntled, individual's view. Finally, it was suggested that a student be involved in the process going forward.

Motion: To Accept Quote from Michelle Rush:

- Abstained: Ben Wynyard-Terry, Gianni Martin
- Against (and proposed 'go back to market'): Ezra Shaw
- In Favour: Marianne Taylor, Piripi Evans, Jono Wyeth, Sarah Barnett, Sarah Gardner, Bronwyn Raybould, Tim Dagger

Key Contacts for Michelle:

- Staff Contact: Jono Wyeth
- Board Contact: Chris Albertson

Family Harm School Alert Programme

The early notification system provides a valuable and timely piece of information for the school.

The principal's inbox will be designated to receive these notifications, ensuring the principal is the first to be informed about a student.

Staff Resignations

The following resignations have been received:

- Kailey Carruthers

The board acknowledged the resignations.

Moved: Piripi Evans **| CARRIED**

Status of Actions

The action log was reviewed, and all associated actions were addressed.

Moved: Piripi Evans **| CARRIED**

Principals Report
The board reviewed and accepted the Principal's report.

The Senior Leadership Team (SLT) are currently processing recent university data and analysing the performance profile of each year group to understand cohort differences, such as the number of English Language (EL) students or mid-year enrollments, while noting the data's implications for the Wellington region. Following up on the University Entrance (UE) data for Māori students discussed at the last meeting, the school remains confident in the diverse and successful pathways—whether career or university—that its students are pursuing.

Moved: Bronwyn Raybould **I Seconded:** Ezra Shaw **I CARRIED**

Finance Update / Resolutions
We reviewed the Finance papers and ran through the updates the committee had.

The following resolutions are recommended for the Onslow College Board:

- To note the finance report for the month and quarter ending 31 March 2026.
- To note the current status of the financial statements for the year ending 31 December 2025.

The board unanimously approved

Moved: Ezra Shaw **I Seconded:** Gianni Martin **I CARRIED**

Property Update
Significant progress has been made on several building projects, including the successful revamping of the library, the hall, and various seating areas around the school.

Future major projects for Term 3 include the installation of a new turf, the construction of a new teaching facility which will feature an excellent Health and PE space, and the addition of a large stairwell to improve connectivity across the school.

Asbestos removal is ongoing, with successful completion of Class A removal in the Recreation Centre. During pre-survey work, additional asbestos was discovered. We are planning to carry out this removal over weekends during the school term, focusing on the Class A process.

Construction is currently underway in the Block D old graphics area, which remains unoccupied.

Moved: Ezra Shaw **I Seconded:** Gianni Martin **I CARRIED**

Policy Update
No meeting has taken place yet. A further update will be provided at the next meeting.

The Board moved into committee at 8:25pm

The Board moved out of committee at 8:37pm

Approved as a true and correct record:

Signed: Bronwyn Raybould