

**Wellington College Board of Trustees  
held in the College Pavilion on  
Monday 9 February 2009 at 6.00 pm**

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<b>Present:</b>	<b>Dr Neil Quigley</b>	<b>(Chair)</b>
	<b>Mr Roger Moses</b>	<b>(Headmaster)</b>
	<b>Mr Andy Marshall</b>	
	<b>Mrs Tofa Gush</b>	
	<b>Mr Stephen Sawrey</b>	
	<b>Mr Richard Grant</b>	
	<b>Mr Mark Unsworth</b>	
	<b>Mr Benjamin Isaacs</b>	
	<b>Mrs Heather Oldershaw</b>	<b>(Minute Secretary)</b>
<b>In attendance:</b>	<b>Mr Robert Anderson</b>	<b>(Deputy Principal)</b>
	<b>Mr Gregor Fountain</b>	<b>(Deputy Principal)</b>
	<b>Mrs Heather Benfield</b>	<b>(Administration Manager)</b>
	<b>Mr Graeme Steven</b>	<b>(Development Director)</b>
	<b>Mr Timothy Costeloe</b>	<b>(HOD Art)</b>

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The Board agreed unanimously to elect Neil Quigley as Board Chair for the coming year (Moved Andy Marshall /Seconded Richard Grant). It was agreed not to elect a Deputy Chair.

**1. APOLOGIES**

There were no apologies.

**2. MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting of the Board held on Monday 15 December 2008 were confirmed as a true and correct record (Moved Neil Quigley /Seconded Stephen Sawrey).

**3. MATTERS ARISING**

The action list from the previous meeting was noted.

The draft critical date planner for 2009 was considered and amended. Neil Quigley said reports from Senior Management would be addressed when they attend alternate Board meetings. Their reports would simply be noted when they were not in attendance, and this was reflected in the critical date planner. He said the school should assume that ERO will visit this year. A stakeholder engagement meeting will be held around July with the College community. It was noted that the next Board elections are in 2010.

## 4. REPORTS

### 4.1 Headmaster's Report

The Headmaster's report was received. Roger Moses said the new Mathematics teacher, Colin Green, has finally arrived from England. He hoped to appoint a part-time Science and Computing teacher. Greg Sharland has been appointed as Assistant HOD Physical Education. The total number of students is currently 1551.

Board members noted a graph showing the total funded rolls from 1987-2009. Roger Moses said that numbers in Year 13 had increased steadily over the last five years.

Board members noted statistics for Wellington College in the 2008 NCEA examinations. Roger Moses said he was very pleased with the results although they had appeared to plateau. Scholarship results will be received shortly. He said there were excellent results in the Cambridge exams. One student, Timo Feeney-Toebes, gained 100% in Mathematics. He said that Cambridge exams this year will be extended to Year 11 students. Rob Anderson said there are a number of students who did not pass NCEA Level 3 and there was clearly more work to be done with these fringe students.

Roger Moses said that four students have applied to the Dean and HODs for extra credits to get into university. However, because it is a very busy time of year, he felt these students should enrol at university and undertake the required bridging course. Robert Anderson said that in the past students paid \$200 for the extra work required. It was agreed that as a matter of general policy the College does not offer extra bridging units, but they can be offered in exceptional circumstances at the discretion of the Headmaster (Moved Roger Moses /Seconded Richard Grant).

Roger Moses circulated a letter he had sent to the Minister concerning the 2007 changes to decile rankings. Before the revision there were 18 state schools, 17 integrated schools, and 7 private schools ranked Decile 10. After the revision there were 12 state schools, 12 integrated schools, and 26 private schools ranked Decile 10. Roger Moses believed this was unfair to state schools who are non-selective, and whose academic results are compared by the Ministry, ERO and NZQA with private schools who are able to select their students. Roger Moses had raised a number of questions in his letter to the Minister. Neil Quigley said that initially deciles were created for Ministry funding purposes to reflect the socio-economic communities in which schools were located, but Wellington College appears to be rated Decile 10 because of its academic results. This meant it was being penalised financially for performing well academically. Roger Moses felt that decile rankings should be applied to state schools only.

### 4.2 Finance Report

Richard Grant will bring a report to the next Board meeting. He said the Parents' Association has about \$140,000 to distribute.

#### 4.2.1 Options for Generating 100% Payment of Fees and Donations by Parents

Roger Moses suggested writing a letter to the paper pointing out that government funding is totally inadequate and free education is a myth. Neil Quigley asked that this matter be raised again when the fees and donations figures are presented to the Board later in the year.

Roger Moses agreed to look at the possibility of sending out a notice to the parents of those successful in the ballot, with the expectation that when balloted places are accepted there is also agreement to pay the fees and donations. Roger Moses will contact John Morris at Auckland Grammar School to find out what they do.

### **4.3 Development Report**

The Development Report was received. Graeme Steven circulated a confidential report concerning the leading and major gifts programme. On 26 February, Alan Gibbs will present the awards at the Scholars' Assembly, and then speak to a group of Year 13 students. Sir Ron Brierley will also visit the College in late March.

#### **4.3.1 Draft Letter to Donors to Endowment Fund**

This will be provided to the March meeting.

### **4.4 Strategic Plan Progress**

There was nothing to report this month.

### **4.5 Property and Administration Reports**

The Board received the Property Committee meeting notes dated 28 January, and the Maintenance report (Moved Stephen Sawrey /Seconded Neil Quigley). Stephen Sawrey said work on the Technology Block is progressing well and due for completion by the end of March. He is currently awaiting the final cost of the Languages Block from the contractor. Heather Benfield said the painters have painted the exterior of the College using a cherry picker and Kelwyn D'Souza had also used this to trim the trees. She said he had managed the sub-contractors and young assistants extremely well, and his work for the College was invaluable.

Richard Grant asked about projects to be funded by College Mothers. He agreed to provide a list of possible projects to the next meeting.

The Board recorded its gratitude to Heather Benfield and particularly to Kelwyn D'Souza and his team for their splendid work carried out during the summer vacation.

### **4.6 Personnel Sub-committee**

There was no report this month.

### **4.7 Student Discipline Report**

There was no report this month.

### **4.8 Communications Report**

The Communications Report was received.

### **4.9 ICT Committee Report**

There was no report this month.

## **5. LIAISON REPORTS**

### **5.1 Curriculum Report**

The Curriculum Report was received. Gregor Fountain said new Curriculum Leadership Group had met for the first time. This group has been created to drive implementation of the revised NZ Curriculum among the teaching staff. In addition, a Friday professional development session has been created for staff, focusing on the 'Teaching as Inquiry' emphasis of the new curriculum, and the first session will be held on Friday 13<sup>th</sup> February at 8.30am. Gregor Fountain will provide a report to the next Board meeting.

Neil Quigley said the biggest challenge would be documenting for the forthcoming ERO review the extent to which the College has addressed the new curriculum. Gregor Fountain said the Friday PD programme should encourage staff to become creative in the classroom. Ben Isaacs was asked to provide feedback on how the Friday morning PD programme is affecting students.

Notes from the HODs meeting held on 2 February were noted.

#### **5.1.1 Report Back from Revised NZ Curriculum Steering Group**

There was nothing to report this month.

#### **5.1.2 Report on Student Attendance**

This report was noted, and Mike Pallin will give a presentation at the next meeting.

### **5.2 Arts Report**

The Arts Report was received.

### **5.3 Sports Report**

There was no Sports Report this month.

### **5.4 Student Report**

There was no Student Report.

### **5.5 International Student Report**

There was no report this month.

## **6. Presentation by Tim Costeloe, HOD Art**

Tim Costeloe was welcomed to the meeting following the recent self-review of the Art Department. He circulated background information on the Department which has grown over the years. There are two more classes in 2009 than in 2008, but the Department is unable to increase further due to lack of space. Roger Moses said the Art examination results had been excellent.

Neil Quigley asked what it would take for Wellington College to match the very best schools in the country in art. Tim Costeloe said that a number of other schools did much more art in the

lower school. Andy Marshall asked about how many students pursue a career in art, and Tim Costeloe said many students went on to careers such as architecture and design.

Tim Costeloe said the number of computers in the Art Department is inadequate for the number of students. He believed \$10,000 had been set aside for computers but he has not had any contact from the IT Department. Richard Grant asked if the IT Department was aware of his needs, and Tim Costeloe conceded that his IT needs are unusual because students' electronic files are very large. Richard Grant suggested his IT requests be brought to the IT Sub-Committee's attention to be considered in the IT Development Plan. Neil Quigley suggested a joint meeting of the IT and Curriculum Committees put this matter on the agenda and invite the IT Manager to attend.

Board members agreed that Tim Costeloe's presentation had been invaluable, and thanked him for attending the Board meeting.

## **7. New Prospectus for 2010 Enrolments**

Mark Unsworth reported that this is a work in progress, and he will provide a draft Prospectus to the March meeting. It was noted this is required by the end of March for printing.

## **8. Code of Conduct for Support Staff**

Heather Benfield said she has passed on the draft Code of Conduct to the Bursar for checking, and will provide this to the March meeting.

## **9. Board Sub-Committees**

Deferred until the next meeting.

## **10. GENERAL**

**10.1 Correspondence and Publications.** Noted.

**10.2 Memo re Chinese Study Trip Proposal 2009.** Noted.

**10.3 NZSTA Memos re Nominations for National Council and Professional Development.** Noted.

**10.4 Funding for Alcohol Awareness Presentation.** The Board approved an application for funding to The Mainland Foundation to cover the cost of Alcohol Awareness presentations by Methcon Group Ltd at the College, i.e. \$7550 plus GST (Moved Neil Quigley/ Seconded Richard Grant).

**10.5 New Staff Representative.** Heather Benfield said a new staff representative was required following Gregor Fountain's resignation, and a vote would be needed if there was more than one nomination. Roger Moses agreed to call for nominations.

The meeting concluded at 8.45 pm.

The next meeting of the Board is on Monday 9<sup>th</sup> March 2009 at 6.00pm in the Pavilion.

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
Chairperson