



**Manurewa High School
Board of Trustees Meeting
Board Meeting Room, 5:00pm
Monday 23 February 2015**

MINUTES

Present: Steve Smith – *chair*
Stuart King, Fale Lesa, Apaula Fruean-Lautua, Sonia Tomlins, Salvi Gargiulo,
Saubree Edinberry, Julie Lockie

In attendance: Sarah Davies – *minutes*
Meeting opened at 5:08pm

1. APOLOGIES:

Sulani Helg, John Hynds, lateness Sonia Tomlins

CARRIED

Moved F Lesa

That the apologies are accepted

ELECTION OF CHAIRPERSON:

Steve Smith passed the chair over to Salvi Gargiulo

Call for nominations for Chairperson

Nomination for Steve Smith by Stuart King /Second Fale Lesa

No Further nominations. Unanimous decision to re-appoint Steve Smith as Chairperson. Salvi Gargiulo thanked Steve Smith for all the work put in last year and is looking forward to continuing the successful working relationship in 2015.

Steve Smith accepts - meeting handed back to Chairperson

Election of Deputy Chairperson and committees to be confirmed at the next meeting.

2. CONFLICT OF INTEREST:

None at this time

3. CONSENT AGENDA:

3.1 MINUTES OF PREVIOUS MEETING

Matters Arising: Nil

Moved S King/F Lesa

CARRIED

That the minutes and public excluded minutes of the previous meeting held 24 November 2014, having been distributed, are approved.

3.2 CORRESPONDENCE

That the correspondence on the attached schedule given to the Board is received and ratified.

Explanation for Inward:

- Inder Lynch – re: Incorporated Society, Business Academy – Lawyer advising that he will meet with the Board to discuss the process
- Review of schooling Pathways in Manurewa feedback – Steve, Salvi and Julie will work on a submission by 6 March.

Moved S Smith/F Lesa

CARRIED

That the inwards correspondence is accepted and the outward is endorsed

3.3 FINANCE REPORT

Matters Arising:

Payments and accounts as distributed, approved
Profit and Loss discussed

Final Budget

Highlighted sections are changes since the approved draft of November 2014.
Second Careers Counsellor, extra teacher aides, PD – contract to Ian Hunter,
Beach volleyball courts, 2 x Woodfire Pizza ovens.
\$50,000 grant received from Trillion Trust for turf.

Moved F Lesa/S Edinberry

That the Xero format final budget 2015 is approved

CARRIED

Sonia Tomlins arrived at 5:44pm

Moved F Lesa/S Edinberry

That the reports listed on the meeting agenda under the consent agenda are adopted.

CARRIED

4. REPORTS:

4.1 PRINCIPAL'S REPORT

2015 draft Charter targets discussed. Year 9 retention increased. Some Year 11 classes increased. Roll about 128 up from last year.

Achievement levels consistent bar UE – significant drop – rules for University Entrance changed last year. SLT have conducted work with staff around raising achievement in UE, refer page 5 of Principal Report, a lot of work done at beginning of year to ensure students have selected 3 approved subjects. Write that Essay programme has been implemented with student training completed and using now – all staff training to be completed by end of March.

Charter focus 2015 - Improved Academic Achievement. Collaborative meetings surrounding student achievement commence this week.

Moved S Gargiulo/S Edinberry

That the Principal's report is accepted

CARRIED

4.2 STAFF REPORT - nil

4.3 STUDENT REPORT - nil

4.4 DISCIPLINE REPORT - nil

4.5 BUSINESS ACADEMY

Steve reports that he and Salvi attended a meeting at the office of Hynds at the end of last year. Discussions held surrounding governance, the direction of the Academy, setting up a trust for the Business Academy and the official name.

From here the group will develop a business plan - working out two different governance plans. A time will be set up in March for the Business Academy steering group to present options to the school Board. The school Lawyer from Inder Lynch will advise the Board accordingly.

John has offered to host the presentation at his facility in East Tamaki. The Board could be transported there in school minivans.

5. SPECIAL OR GOVERNANCE TOPICS:

5.1 International Student Homestay Fee

Email tabled from Sandra Shaw, Teacher in Charge of International Students. Sandra has requested the Board consider increasing the weekly homestay fee to \$240 per week for host families, from \$215 per week.

Moved S Smith/F Lesa

That the homestay fee increase to \$240 per week is approved

CARRIED

5.2 Learning Area Review Meetings

Evening scheduled for 9 March 5:00 – 8:00pm – programme distributed.

Salvi advised the Board that if the HOLA is speaking in jargon that you don't understand, ask for clarification. Julie to distribute department summary to BOT before the evening.

6. PERSONNEL REPORT

Moved S Smith/S King

Moved into in-committee at 6:40pm

CARRIED

That the public be excluded from the following part of the proceedings of this meeting, namely personnel matters. This resolution is made in reliance on Section 48(1) (a) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are to protect the privacy of the individuals. Matters relating to staff resignations were discussed whilst the public was excluded.

Moved S Smith/S King

Moved out of in-committee at 6:47 pm

CARRIED

That the board move out of in-committee

7. PROPERTY UPDATE

7.1 Courts and Roundabout

Roundabout complete. Line marking to be completed once the trucks have stopped using the area

8. GENERAL BUSINESS

TRIPS

03HIST – Treaty of Waitangi, Bay of Islands – 10/3/15-12/3/15

Final approval granted

02GEO – Tongariro National Park – 16/3/15-20/3/15

Final approval granted

Year 10 Camp – Tawharanui – 30/11/15-4/12/15

Pre-approval granted

03OED – Kokako Lodge 27/7/15-31/7/15

Pre-approval granted

03OED Journey – Class 1 – 26-27/5/15, Class 2 – 28-29/5/15

Pre-approval granted

02OED Waitakeries - Class 1 – 14-16/9/15, Class 2 – 16-18/9/15

Pre-approval granted

Year 13, 9 students – Opuia/Bay of Islands – 27/2/15-1/3/15

Final approval granted

Prefects Camp – Shakespear Lodge 22/2/15-24/2/15 – *Previously emailed*

Moved S Tomlins/F Lesa

CARRIED

That the above trips are granted pre-approval and final approval

Sonia Tomlins requested that the Board of Trustees meeting dates are included in the school newsletter.

Meeting concluded at 6:59pm

Future Board Meeting Date: Monday 23 March 2015

CHAIRPERSON

DATE

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