



**Manurewa High School
Board of Trustees Meeting
Board Meeting Room, 5:00pm
Tuesday 28 April 2015**

Minutes

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

In attendance: Sarah Davies – *minutes*

1. APOLOGIES:

John Hynds

Moved F Lesa
That the apology is accepted

CARRIED

2. CONFLICTS OF INTEREST:

None at this time

3. CONSENT AGENDA:

3.1 MINUTES OF PREVIOUS MEETING Matters Arising:

Query from Stuart King re item 8 replacement DP 'we mark as an agenda item for the end of Term 2'?
To be covered in Principal's Report
Query re Whare carvings – to be covered under Property update.

CARRIED

Moved S Smith
That the minutes and public excluded minutes of the previous meeting held 23 March 2015, having been distributed, are approved.

3.2 CORRESPONDENCE

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

3.3 FINANCE REPORT

Matters Arising:

Moved S Tomlins/F Lesa
That the reports listed on the meeting agenda under the consent agenda are adopted.

CARRIED

4. REPORTS:

4.1 PRINCIPAL'S REPORT

Report tabled.
Points of discussion:
Final Charter document distributed to Board members.
Overview of programmes for 2015 explained.
Collaborative meetings between teachers of different subjects set up this year.
Observation of teaching staff to be improved.
Salvi feels the need to appoint another DP with particular responsibility for

assessment and placement of students and recommends that we start a process to appoint by the beginning of Term 3. This would be a Board appointment requiring Board input.

Steve asks if we have a targeted Job Description outlining the expectations of the successful candidate.

Salvi reports that SLT have discussed the role and agree that pedagogy is important and applicant that is adaptable to moving between portfolios.

Plan also required for possible appointment of Associate Principal in 2016 and replacement of Principal by Term 2, 2017

The Board agree to appointment of a DP for Term 3.

Appointment of Associate Principal in 2016 not approved

Salvi Gargiulo officially advised that Board of his intention to resign at the end of Term 2, 2017.

Year 9 cohort large this year but good group with very few pastoral issues. Very positive increase in asTTLe data for this cohort. Positive trend on retention, issuing of Library books and discipline.

Moved S Gargiulo/S King

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

Following the meeting at Hynds, the Lawyers for both parties and John Hynds amended the Business Academy Agreement. John emailed this to the Board for approval.

Concerns that Lawyers held were the number of delegates on the Board. Two Business Academy members co-opted onto the Board. Is the Board happy to only have the Board Chairperson and the Principal on the Business Board?

Could co-opt one, John Hynds and the other co-opted on as an observer with no voting rights. All governance detail to be included in the Memorandum of Understanding upon agreement.

Moved F Lesa/S King

That the Board accept the draft agreement for the Business Academy

CARRIED

Stuart King asks if the Board are now in a position to commit to a contribution to the Business Academy Building Project?

To be considered. Proceed with underwriting.

MOE Project Manager to be finalised.

5. SPECIAL OR GOVERNANCE TOPICS:

Nil

6. PERSONNEL REPORT

Moved S Smith/S King

Moved into in-committee at 6:09 pm

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 and leave

applications were discussed whilst the public was excluded.

Moved S Smith/S King

Moved out of in-committee at 6:14pm

CARRIED

That the board move out of in-committee

7. PROPERTY UPDATE

7.1 Whare Carvings

Discussion and approval given to Ted Ngataki (Carver) to order wood to start outside carvings. Wood for the inside has been ordered until but no work will begin on the inside until the outside is finished and decision is made on what will be commissioned for the inside.

7.2 Turf Update

Gate and Fence companies have let us down on delivery. We are to commence using this week. Wiring has been put in place for floodlights in future. If community groups apply to use the facility, we could apply for funding for lighting on community use basis.

9. GENERAL BUSINESS

Business Manager temporary replacement – Patrick Gargiulo

Patrick has been appointed on a part time basis to temporarily assist the school in maintaining Julie’s responsibilities while she is on leave. There will be no decision making by Patrick. Banking, accounts, payroll etc. will be approved by Sheryl and Salvi, and therefore there is not a conflict of interest.

Patrick has been requested to review the Property Team and offer suggestions and recommendations.

TRIPS

- 1. Waka Ama International Sprint Races – Brisbane – 23/9/15-2/10/15
Pre-approval granted
- 2. Duke of Edinburgh Silver – 22/5/15-24/5/15
Pre-approval and Final approval granted as date prior to next Board meeting
- 3. 02PED Camp Waharau – 9/6/15-12/6/15
Pre-approval granted
- 4. International Students trip to China – 8/12/15-22/12/15
Pre-approval granted
- 5. 02TAC/02TAE Camp Waharau – 18/5/15-21/5/15
Pre-approval and Final approval granted as date prior to next Board meeting
- 6. Japan Trip Final – 28/5/15-7/6/15
Final approval granted
- 7. The Journey – class 1 – 26/5 – 27/5/15, class 2 28/5 – 29/5/15
Final approval granted

ALREADY APPROVED VIA EMAIL

- 1. 01 PED Camp Waharau – 21/4/5-24/4/15
- 2. 01PED Camp Piha – 21/4/15-24/4/15
- 3. Gisborne Rugby Trip – 13/4/15-16/4/15

Meeting concluded at 6:44pm

Future Board Meeting Date: 25 May 2015

CHAIRPERSON

DATE

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