



**Manurewa High School  
Board of Trustees Meeting  
Board Meeting Room, 6:40pm  
Monday 23 November 2015**

## Minutes

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

In attendance: Sarah Davies – *minutes*

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### 1. APOLOGIES:

Nil

### 2. CONFLICTS OF INTEREST:

None at this time

### 3. CONSENT AGENDA:

#### 3.1 MINUTES OF PREVIOUS MEETING

##### Matters Arising:

**Amendment:** Under Business Academy – ‘John has joined the Manurewa Business Association’ *should read*; ‘John is keen for the Business Academy to join the Wiri Business Association’

Board Dinner – consensus is to delay until the beginning of next year.

##### Moved S Smith/S King

That the minutes and public excluded minutes of the previous meeting held 27 October 2015, having been distributed, are approved.

**CARRIED**

#### 3.2 CORRESPONDENCE

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

#### 3.3 FINANCE REPORT

##### Matters Arising:

##### 3.3.1 End October 2015 Profit and Loss

Apaula asked about the following entries

- Curricular expenditure – October is the last month for spending.
- Donations

##### 3.3.2 Payments

Stuart asked about the following entries

- Vanguard – stops in the carpark
- Townsend Education – International Student programmes
- John Good – programme working on reading together programme and work on developing the maths curriculum
- Fairfax – advertising for Principal vacancy

##### 3.3.3 Draft Budget 2016

Funding for the change in the Trades Academy makes it more difficult to budget.

We should have it sorted by the beginning of next year.

Julie presented to the Board on a capital funding request. There is concern surrounding IT equipment for next year, trying to get two BYOD classes laptops. In order for our students to have the equipment for the beginning of the year, we may need to buy the equipment ourselves. This request will allow the school to purchase 60 laptops for the students next year until the MOE figure out a way around parents not being able to afford the device. Julie has been advised by the ministry it is against the education act for the school to purchase the laptops and lease them to the students/parents as its deemed as using public money. SLT are requesting permission to use capital funding to purchase 60 laptops for student use in BYOD classes in 2016.

Fale asks if we have sought sponsorship?

Apaula feels that we have the budget but it's more about managing the use and issuing of the laptops.

We are in contact with a provider who can supply on a 3-year lease. There will be some incidental cost for set up. There is a meeting scheduled next week with the parents/students in next year's BYOD class and it will be pitched to the parents that they are encouraged to purchase a particular type of laptop if affordable.

### **3.3.4 Brustics Quote**

Fencing around new Whare. Quote received for \$6,278.99 + gst  
Julie to approach the company to ask if they can trim the cost.

#### **Moved S Smith/S King**

That the board grant approval of the fencing on the proviso that Julie approach Brustics Ltd to request a reduction in cost

**CARRIED**

#### **Moved S Tomlins/J Hynds**

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

**CARRIED**

## **4. REPORTS:**

### **4.1 PRINCIPAL'S REPORT**

Principal's report tabled and discussion about the following:

NCEA tracking well for 2015.

Student voice comments are a lot deeper than those in the past. A few students refer back to the girls fight in September.

Write that Essay milestone report indicates improvements in most areas.

#### **Moved S Gargiulo/J Hynds**

That the Principal's report is accepted

**CARRIED**

### **4.2 STAFF REPORT - Nil**

### **4.3 STUDENT REPORT - Nil**

### **4.4 DISCIPLINE REPORT**

#### **Moved S Smith/S King**

*Moved into in-committee at 7:09 pm*

That the public be excluded from the following part of the proceedings of this meeting, namely student 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 student discipline were discussed whilst the public was excluded.

**CARRIED**

**Moved S Smith/S King**

That the Board move out of in-committee

*Moved out of in-committee at 7:14 pm*

**CARRIED**

**4.5 BUSINESS ACADEMY**

The foundation board signed the Deed of Trust and Memorandum of Agreement documents today. Salvi signed on behalf of the school. Steve Smith has a copy.

**4.6 HEALTH & SAFETY - Nil**

**5. SPECIAL OR GOVERNANCE TOPICS:**

**5.1 Policies for Review - Nil**

**6. PERSONNEL REPORT**

**Moved S Smith/S King**

*Moved into in-committee at 7:20 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 were discussed whilst the public was excluded.

**Moved S Smith/S King**

*Moved out of in-committee at 7:28 pm*

**CARRIED**

That the board move out of in-committee

**7. PROPERTY UPDATE**

Nil

**8. GENERAL BUSINESS**

**8.1 BOT Elections 2016 – 3 June 2016**

The Board accept the recommended BOT Elections 2016 date as 3 June 2016

**8.2 Trips**

- 1. NZSS Athletics Nationals, Timaru – 4/12/15-6/12/15 – final approval granted
- 2. Year 10 Tawharanui – final approval granted
- 3. REWAlise Your Passion – Whangamata Surf School – 3/12/15-4/12/15 – final approval granted

**Moved S Smith/F Lesa**

**CARRIED**

That the above trips are approved and granted final approval

Steve Smith thanked all board members for the hard work throughout this year.

**Meeting concluded at 7:35 pm**

**Future Board Meeting Date:**

**CHAIRPERSON**

**DATE**

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