



**Manurewa High School
Board of Trustees Meeting
Board Meeting Room, 5:00pm
Monday 31 July 2017**

Minutes

Present: Steve Smith – *chair*
John Hynds, Pete Jones, Stuart King, Fale Lesa, Julie Lockie, Joanna Long, Mitlesh Prasad, Grace Tauilili, Richard Thornton, Bruno Watkins

In attendance: Sarah Davies – *minutes*

1. APOLOGIES:

Lexy Derby-Ngawaka

Grace Tauilili advised she will be late to meeting – joined the meeting at 5:50pm

John Hynds joined the meeting at 5:09pm

Moved S Smith/S King

CARRIED

That the apologies are accepted

2. CONFLICTS OF INTEREST:

None at this time

3. SPECIAL GOVERNANCE TOPICS:

Charter Presentation – Goal 2

Manaia Lulu and Nichola McCall presented on Goal 2;

Implement strategies that increase understanding and our ability to measure characteristics of culture for our largest two cultures (Maori and Samoan) that will allow us to continue to develop our culturally responsive pedagogy and strengthen cultural identity across our school community.

Bruno acknowledged the work that both Manaia and Nichola are doing on this charter goal as it is a complex area.

Fale Lesa voiced concern that some parents may have concern that this document only mentions maori and pasifika and no other ethnic representation. If we only mention cultural diversity, it covers all nationalities. Fale would prefer a more blanket comment of diversity. Manaia states that this is the prototype, beginning with these two cultures, maori and pasifika.

Discussion on measuring resilience in the school and statistics of attempted suicide. Pete Jones to add to future agenda and provide statistics.

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING

Matters Arising:

Moved F Lesa/M Prasad

CARRIED

That the minutes and public excluded minutes of the previous meeting held 26 June 2017, having been distributed, are approved

4.2 CORRESPONDENCE

That the correspondence as discussed with the Board is received and ratified.

Inward correspondence - Two education gazette publications and a TALIS Survey
Outward correspondence – Letters to parents pertaining to discipline matters

Moved F Lesa/J Long

CARRIED

The Inward correspondence is accepted and the outward correspondence endorsed.

5. REPORTS:

5.1 PRINCIPAL'S REPORT

Tabled / questions (e 26/7/17)

Discussion points;

- School production – proposal to move from extra-curricular to curricular.
- National Culinary Competition - 11 x Gold incl 1 Distinction, 6 x Silver, 1 x Bronze.
Received trophy Secondary Schools Excellence Award and two student scholarships.
- Congratulations to John and Leonie Hynds on induction into the Business Hall of Fame.
Special thanks and appreciation for all the work and support they continue provide our school.
- CoL – Ian Taylor elected to Kahui Ako o Manurewa Lead Principal.
- Staffing – trying to bring the process forward for filling vacancies for 2018.

Bruno raised concern of the continued growth of the Year 9 roll and the impact on class size, a robotics class has 36. What is the plan for the rest of the year as more enrolments are received? Discussed under 8.1 of this agenda.

Moved P Jones/J Long

CARRIED

That the Principal's report is accepted

5.2 FINANCE REPORT

Recommendations:

Agenda item

- 1a) recommend** to fund furniture for Y2 refurbishment from F & E grant and replace when next round of F & E funding received, to a maximum of \$40,000

Moved R Thornton/J Hynds

CARRIED

That approval given to draw down the money to furnish the Gym as above, on the condition that the funds are transferred back.

5.3 BUSINESS ACADEMY

5.4 HEALTH & SAFETY

5.4.1 Summary; 650 events since last meeting, health centre visits.

5.4.2 Asbestos removal update, wrapping of building to be completed tonight. Removal of asbestos to occur during evenings.

5.4.3 One accident report – student got something in his eye in science learning area. The HOLA report states that all safety equipment was being used by the student and all safety equipment around the experiment was used.

Richard suggests that as part of future accident reporting processes, the learning area are asked to reflect on the incident.

5.4.4 Another case of mumps has been reported, 75 student in direct contact and 5 staff.

5.5 STUDENT REPORT

Student report – Nothing this evening however Grace requests agenda item for the next meeting – Uniform.

Richard congratulated Grace on being a positive representative of our school at the recent STA conference she attended in Dunedin.

6. POLICIES FOR REVIEW:

- 6.1 Treaty of Waitangi – recommended changes from Lexy discussed and agreed
- 6.2 Relationship Between Chair and Principal – no amendments and agreed

All policies are now on the school website – Julie Lockie thanked Suman Lata for the help she has been in getting this set up. **CARRIED**

Moved S Smith/R Thornton

That the Policies as noted above are approved and adopted

7. TRIPS:

- 7.1 1stXI Football – Christchurch – 3/9/17 – 7/9/17 – preliminary sign off
- 7.2 Badminton Championships in Napier – 2/9/17 – 8/9/17 - preliminary sign off

Moved S Smith/F Lesa

That the above trips are granted preliminary approval

CARRIED

8. GENERAL BUSINESS

- 8.1 Out of Zone numbers for 2018 – discussion on minimum intake for 2018 and the process used for 2017. Pete recommends more control with out of zone intake from 2018 by proposing cap of 80 for 2018. Board agreed.
- 8.2 Date for student election – STA date is 22 September, Julie requests that we proceed with this date. Board agreed.
- 8.3 E-learning coordinator – due to resignation, a vacancy exists for this Board supported role. Pete is asking the Board to continue to support this role. Board agreed.

9. PERSONNEL (including in committee)

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 staff and 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 staff personnel and/or student discipline were discussed whilst the public was excluded.

Moved S Smith/S King

Moved out of in-committee at 6:48pm

CARRIED

That the board move out of in-committee

Closing Karakia

Meeting concluded at 6:50 pm

Future Board Meeting Date: 28 August 2017

CHAIRPERSON

DATE

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