



**Manurewa High School
Board of Trustees Meeting
Staff Conference Room, 5:00pm
Monday 26 June 2017**

Minutes

Present: Steve Smith – *chair*
Lexy Derby-Ngawaka, John Hynds, Pete Jones, Stuart King, Fale Lesa, Julie Lockie,
Joanna Long, Mitlesh Prasad, Grace Tauiliili, Bruno Watkins

Julie Lockie – *minutes*

Opening Karakia

1. APOLOGIES:

Richard Thornton

Moved B Watkins/S King

That the above apology be accepted

Grace Tauiliili arrived at 6pm

CARRIED

2. CONFLICTS OF INTEREST:

None at this time

3. SPECIAL GOVERNANCE TOPICS:

3.1 Goal 3 – Presentation – BYOD / ICT

Deputy Principal Lawrence Naicker, along with Craig Render, Lyall Tavener, Wilma Laux and Julie Lockie reported on this goal.

3.2 International Students 2016 Report by Lyn Mulcahy and Katie Spraggon Deputy Principal i/c International Students

The Board thanked both groups for their presentations.

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING

Matters Arising:

Nil

Moved M Prasad/L Derby-Ngawaka

CARRIED

That the minutes and public excluded minutes of the previous meeting held 29 May 2017, having been distributed, are approved

4.2 CORRESPONDENCE

Moved F Lesa/S King

CARRIED

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

5. REPORTS:

5.1 PRINCIPAL'S REPORT

Tabled as emailed out on 22/6/17

Moved P Jones/F Lesa

That the Principal's report is accepted

CARRIED

5.2 FINANCE REPORT minutes sub-committee (e 23/6/17)

Recommendations 2.6 and 2.7 of meeting minutes:

- a) **recommend** that we continue with our current photocopy contract with Fuji Xerox until expiry – no new contract
- b) **recommend** that we continue with the scanning of past student records

Moved M Prasad/J Hynds

That the above recommendations from the finance subcommittee are approved

CARRIED

No further update from OAG request, MOE in Wellington and Auckland have also been asked to supply documentation.

May payments have been approved.

Business Centre tender should be let this week in order to enable asbestos removal in the July holidays. Gym roof now clear of asbestos so new roof can be completed.

10 Year Property Plan received for signing off.

Moved M Prasad / J Hynds

That the Finance report is accepted

CARRIED

5.3 BUSINESS ACADEMY

Congratulations to the Future Problem Solving team who placed 4th in the world at the competition in Chicago. A huge improvement from 14th last year

5.4 HEALTH & SAFETY – statistics report

862 events (including visits) between 26 May and 26 June.

Julie informed the Board of the notification that a student had attended school with mumps. This led to identifying staff and students that had been in close contact with the student and required them to produce evidence of immunisations. To date 26 students still to return evidence, 53 have. Nine staff were effected and all able to produce documentation or within the immunity period. All parents / caregivers were notified of case. Approximately 6 students must remain home until the start of term 3 due to no immunity.

6. POLICIES FOR REVIEW:

6.1 Treaty of Waitangi – tabled a revised policy submitted by Stuart. Discussion held and it was decided to carry this policy over to the next meeting.

6.2 EOTC – approved with minor changes

Moved F Lesa/ J Long

That the policy as noted above with exception of the Treaty of Waitangi are approved and adopted

CARRIED

7. TRIPS:

- 7.1 The Journey date change 26/6/17-27/6/17 approved via email
- 7.2 O2TACE – Waharou 3/7/17-7/7/17 – final approved
- 7.3 Mates Mentoring Camp Pukekohe – 12/7/17-14/7/17 – final approved
Julie to check on finance

Moved S Smith/S King
That the above trips are granted approval

CARRIED

8. GENERAL BUSINESS

- 8.1 Julie requested that the July meeting be put back one week due to school holidays
Agreed that the next Board meeting will be held on **31 July 2017** and the Finance
Sub-committee meeting on **28 July 2017**

9. PERSONNEL (including in committee)

Moved S Smith/S King
That the public be excluded from the following part of the proceedings of this meeting, namely staff 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 leave were discussed whilst the public was excluded.

Moved into in-committee at 6:50 pm

CARRIED

Moved S Smith/S King

Moved out of in-committee at 7:10 pm

CARRIED

Mr Smith advised the Board that the students currently on work placement at Gate Gourmet are a credit to the school, working well and enjoying their experience.

Meeting concluded at 7:15pm

Future Board Meeting Date: 31 July 2017

CHAIRPERSON

DATE

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