



Minutes

Present: Steve Smith – *chair*
Pete Jones, Stuart King, Julie Lockie, Joanna Long, Mitlesh Prasad, Amber 'Inia, Richard Thornton, Donella McPherson

In attendance: Sarah Davies – *minutes*

Opening Karakia

Steve Smith congratulated and welcomed Donella McPherson to the meeting as newly elected Staff Representative on the Board of Trustees.

Barbara Ngawati-Salaivao presented an opportunity on TV filming. TVNZ approached us to participate in a TV programme – a series across four nights for 1 hour, total of four hours. Focusing on MHS dance; outlining a project from devising, planning, rehearsals, costuming to performance. Narrative of a few students, with others in the background. The devising comes from our students as they want to use our stories. Industry face through Taika Waititi, Cliff Curtis and Paris Goebel. Assessment opportunities beyond the timetable. Staff have bought in and the compromise is that the learning area will forsake performing at GenX this year, if the Board approve. 30 students. This is an amazing opportunity for our students and school. Agreement tabled for the Board to discuss.

Nomination of sub-committee chairs and members – decision to roll-over responsibilities for another month until the full Board are present

Meeting Agenda

1. APOLOGIES:

Fale Lesa, John Hynds, Lexy Derby-Ngawaka

Moved J Long

That the apologies are accepted

CARRIED

2. CONFLICTS OF INTEREST:

None at this time

3. SPECIAL GOVERNANCE TOPICS:

3.1 SSS Update

Executive Summary tabled and delivered by Hiltrud Egle, Head of Student Support Services.

3.1 eLearning Update

Update delivered by Lawrence Naicker, Deputy Principal, line manager of eLearning. Well ahead in processing laptops due to employing a part time assistant to eLearning coordinator.

Mitlesh Prasad joined the meeting at 5:39pm

3.2 ERO

SLT and Steve Smith met with two members of the team on Friday. The process of the

review was outlined, an agreed timetable to be confirmed. Request from ERO team to attend the 30 April Board meeting at earlier time of 4:00 – 4:30pm. The review commences on Tuesday 1 May. Another meeting with the Board suggested for Tuesday 8 May to present feedback. To be confirmed.

3.3 LAAR Feedback - pending

Board chair called for any further agenda items under General Business

Pete Jones requested that the following items be added to agenda under Personnel

1. Request for funding from staff member
2. ASH Survey 2017

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING

Matters Arising:

Moved J Long/M Prasad

CARRIED

That the minutes and public excluded minutes of the previous meeting held 26 February 2018, having been distributed, are approved

4.2 CORRESPONDENCE

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

Inward – STA News, Education Gazette

Outward – Rugby Scholarship for Tongan students declined

Moved R Thornton/J Long

CARRIED

That the Board accept the inwards and endorse the outwards correspondence.

5. REPORTS:

5.1 PRINCIPAL'S REPORT

Tabled / questions (e22 /03/18)

Two late General Business Item tabled; ASH Year 10 Snapshot Survey 2017 and Leave/funding request from staff member

Moved P Jones/J Long

CARRIED

That the Principal's report is accepted

Amber 'Inia left the meeting at 6:51pm

5.2 FINANCE REPORT

It is recommended that the MHS Board:

- g) recommend** comparison pricing for the scanning to be carried out among similar providers and start five years of scanning if pricing comparisons are okay; the proposal is approved in principle
- h) recommend** consideration for file backup plans: three options can be used as safeguard: Service Provider (i.e. Fuji Xerox, Physical Drive and Cloud)
- j) recommend** to place an application and review procedure for school contribution to individual students so conflict interests can be avoided – check gifts policy
- l) recommend** Security lockup for the drums storage, ensure the payment on delivery and drums are genuine and authentic

Moved R Thornton/M Prasad

CARRIED

That the minutes of the previous meeting held 23 March 2018, having been

distributed, are approved

5.3 BUSINESS ACADEMY

Aiming to have plan at April meeting

5.4 HEALTH & SAFETY – Statistic Report - nil

6. POLICIES FOR REVIEW:

6.1 Responsibilities of the Principal – Review adopted

6.2 Chairpersons Role – Review adopted

6.3 Principal Performance Management – Approved and adopted

6.4 Disciplinary Process in Relation to the Principal – pending amendment

6.5 Health Safety – Search and Seizure (new) - Adopted

6.6 Health Safety – Physical Restraint (new)

Mitlesh questioned the wording in this policy; covers no restraint but does not have clear guidelines on what restraint, by staff, is acceptable.

Adopt with minor changes as noted. Procedural content of the policy within three months with consultation with staff. Adopted

6.7 International Fee Paying Students – Fees, Fees Protections and Refunds
Amendments approved

Moved S Smith/M Prasad

CARRIED

That the Policies as noted above are approved and adopted

7. TRIPS:

7.1 The Rising Foundation – Lake Taupo - 26/4/18-29/4/18 – Final approval

7.2 Waka Ama Nationals – Rotorua – 19/3/18-24/4/18 – approved via email
final sign off

7.3 Niuean Polyfest Group – school sleepover – 9/3/18-10/3/18 - approved via email
final sign off

7.4 Volleyball Nationals – Palmerston North – 18/3/18-24/3/18 – approved via email
final sign off

Moved S Smith/J Long

CARRIED

That the above trips are granted final approval

8. GENERAL BUSINESS

8.1 New Horizon Trust Fale & Student Leadership donation - received

8.2 Notification to parents of after school activities. Question on whether this is done?

8.3 Parking Wardens outside school – does the school organise this?

Sarah Davies to organise both items are included in school newsletters.

8.4 ASH Survey 2017 – results tabled and discussed.

9. PERSONNEL (including in committee)

Moved S Smith/ R Thornton

Moved into in-committee at 6:03 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.

Meeting concluded at 7:14 pm

Future Board Meeting Dates:

Finance Meeting – Friday 27 April 2018, 7:30am

Board Meeting – Monday 30 April 2018, 5:00pm

CHAIRPERSON

DATE

.....

.....