



**Manurewa High School
Board of Trustees Meeting
Board Meeting Room, 5:00pm**

Monday 30 April 2018

Minutes

Present: Steve Smith – *chair*
Lexy Derby-Ngawaka, John Hynds, Amber 'Inia, Pete Jones, Fale Lesa, Julie Lockie,
Joanna Long, Donella McPherson, Richard Thornton

In attendance: Sarah Davies – *minutes*

Opening Karakia

ERO Team

Members of the Education Review Office team, Zoe and Bryan, were welcomed to the meeting by the Board chair, they form part of the team that will be conducting the school review from tomorrow. The process of the review discussed including questions and answers.

Nomination of sub-committee chairs and members

Held over

1. APOLOGIES:

Mitlesh Prasad

Moved S Smith

That the apology is accepted

2. CONFLICTS OF INTEREST:

None at this time

3. SPECIAL GOVERNANCE TOPICS:

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING

Matters Arising: Amendment to wording regards presentation by Barbara Ngawati-Salaivao, MHS Arts to read MHS Performing Arts

Moved J Hynds/F Lesa

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

CARRIED

4.2 CORRESPONDENCE

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

Inward -

- Letter from Lexy Derby-Ngawaka conveying appreciation to the Board for recent financial support towards her daughter Reneeah's Waka Ama tournament costs.
- Letter of thanks to the Board from Val Ball, in appreciation of the farewell put on by the Board and the farewell gift she received.

- Report received today from Anna Maria Bribiesca detailing findings of her trip last year to an Indigenous Conference. Julie will scan and email to the Board.

Moved R Thornton/L Derby-Ngawaka

CARRIED

That the Board accept the inwards correspondence.

5. REPORTS:

5.1 PRINCIPAL'S REPORT

Tabled / questions (e27/04/18)

Discussion on the report. The ministry have assigned another property person to the school and have advised an increase of the new classroom allocation from five to ten. ERO review visit programme discussed.

Moved P Jones/J Hynds

CARRIED

That the Principal's report is accepted

5.2 FINANCE REPORT

Special acknowledgment to Pete and Julie on good management of staffing funds, generating a credit situation.

- c) **recommend** to lock in a three-year fixed rate service contract and undergo a search for other market providers and testing their service (re Seaway Cleaning contract negotiations)

The Board approve the Finance sub-committee enter negotiations on behalf of the Board, on the above recommendation

Ten year property plan - amendment – projects went over budget. Approval required by Board, sign off executed by the Board chair.

Moved R Thornton/J Hynds

CARRIED

That the Board approve the 10YYP project

Moved R Thornton/L Derby-Ngawaka

CARRIED

That the minutes of the of the previous Finance Sub-committee meeting held 27 April 2018, having been distributed, are approved

5.3 BUSINESS ACADEMY – Summary

Highlights from recent weeks - newsletter distributed and discussed.

John requests more staff support to assist Leanne Gibson to build on the partnerships being built. Partners working with students are so meaningful and more businesses are keen to be involved but we lack staff to follow through. Pete advises that we will need to consider how to fund this.

5.4 HEALTH & SAFETY – Summary

6. POLICIES FOR REVIEW:

6.1 Disciplinary Process in Relation to the Principal

6.1 Health & Safety

6.2 H & S – Others in the Workplace

6.3 H & S – Risk Management

6.4 H & S – Personal Protective Equipment

6.5 H & S – Worker Engagement and Participation

Due to time constraints decision made to hold this agenda item over to next meeting

7. TRIPS:

Nil

8. GENERAL BUSINESS

8.1 60th Reunion Date to be confirmed

Proposed weekends, Queen’s Birthday or Labour weekend, 2020. Board approve Queen’s Birthday Weekend.

8.2 Uniform

Pete has asked the Board how hard-line they want SLT to be in enforcing correct uniform. The colder weather is always a difficult period to confiscate clothing items from students who only have once set of uniform. It becomes a battle and creating situations with staff/student relationships so they don’t want to confront students about incorrect uniform. There is a range of opinions from staff on this affecting teaching time. An option of a Hoodie being introduced discussed. The Board are not happy with hoodies. No decision made, pending further discussion.

9. PERSONNEL (including in committee)

Moved S Smith/F Lesa

Moved into in-committee at 7:03pm

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/F Lesa

Moved out of in-committee at 7:08 pm

CARRIED

That the board move out of in-committee

NZSTA Conference –let Julie know if you want to register - earlybird registrations due 31st May, 2018

Meeting concluded at 7:09pm

Future Board Meeting Dates:

Finance Meeting – Friday 25 May 2018, 7:30am

Board Meeting – Monday 28 May 2018, 5:00pm

CHAIRPERSON

DATE

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