



**Manurewa High School
Board of Trustees Meeting
Board Meeting Room, 5:00pm
Monday 30 July 2018**

Minutes

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

In attendance: Sarah Davies – *minutes*

Opening Karakia

1. APOLOGIES:

Lexy Derby-Ngawaka, John Hynds

Moved D McPherson

That the apologies are accepted

2. CONFLICTS OF INTEREST:

None at this time

3. SPECIAL GOVERNANCE TOPICS:

3.1 Student Services Review

Barbara Ngawati-Salaivao explained the process for review of service standards, noting that not all requirements were carried out in the past therefore now working with the ministry to revise what is required to compliance level to secure continued funding. Once we meet the agreed requirements sign off will occur. Barbara is requesting that the Board sign off the Assurance Statement to enable continuation of the work required in consultation with the MOE. The Board approve.

3.2 Deputy Principal Shortlisting

Shortlisting finalised. Interview process discussed.

3.3 Lawrence Naicker Presenting

NZQA Review – the National review has generated a lot of consultation in our school and across the country. Consultation was conducted with two whaanau groups at recent events. Lawrence sees this as an important opportunity for our school to have voice, bringing Maaori and Pasifika voice to the table to ensure that the change is in context for our students and community.

Netsafe – two pronged approach

1. Keeping our students safe through our software. Would like to implement software that Cost of software to be investigated.

2. Education around digital citizenship, cyber bullying. Asking for whaanau voice through a committee, as broad as possible, students, staff and a Board member. Committee will consult on how to make our community safer. One meeting per term.

Board agree that the Board representative will be Joanna Long

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING

Matters Arising: Nil

Moved F Lesa/D McPherson

That the minutes and public excluded minutes of the previous meeting held 25 June 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 correspondence of interest – PPTA letter regarding call back days

Moved S Smith/R Thornton

CARRIED

That the Board accept the inwards correspondence is received and the outward correspondence is endorsed

5. REPORTS:

5.1 PRINCIPAL'S REPORT

Tabled / questions (e 25 /07/18)

Points of discussion;

5.1.1 The official roll projection from the Ministry has not been received. Our prediction for 2019 Year 9 students is 500 in zone. Pete's recommendation to the Board; offer 80 out of zone places, across all year levels, for 2019. The Board agree.

Moved S Smith/R Thornton

CARRIED

That the 2019 out of zone places offered are set at 80 places across all levels

5.1.2 Graduate Profile draft

5.1.3 Piki Atu Celebration Dinner – the Board propose to fund two tables, one for Board members and one to allocate to special guests, at the schools discretion

Moved P Jones/D McPherson

CARRIED

That the Principal's report is accepted

5.2 FINANCE REPORT

No recommendations for approval this month, only items to note as listed in the Finance & Property Sub Committee Meeting Minutes 27 July 2018.

Noted; the Year 9 student supported by the Board to attend Waka Ama Competition is very appreciative of the financial support

Moved R Thornton/F Lesa

CARRIED

That the minutes and public excluded minutes of the previous meeting held 27 July 2018, having been distributed, are approved

5.3 BUSINESS ACADEMY - Nil

5.4 HEALTH & SAFETY

Statistics Report - 2179 visits 1 April – 30 June

Report follow up on Technology drilling incident – review tabled

Steve Smith questioned if all equipment was checked at the beginning of the school year, before student use. Pete to investigate

5.5 STUDENT REPORT - Nil

5.6 STAFF REPORT - Nil

6. POLICIES FOR REVIEW:

6.1 Board Roles and Responsibilities

6.2 Relationship Between Board and Principal

6.3 Trustees Code of Behaviour

- 6.4 Reporting to the Board
- 6.5 Principal Professional Expenses

Policies carried over to next month's meeting

7. TRIPS:

- 7.1 Open Boys A Basketball Sleepover – 31/8/18-1/9/18 – final approval granted
- 7.2 Sonshine Ranch – 28/8/18 – 31/8/18 – final approval granted

Moved S Smith/D McPherson **CARRIED**
 That the above trips are granted final approval

8. GENERAL BUSINESS

8.1 Parent Letter re becoming a trustee

Nick Telford has expressed interested in becoming a Board member. As we have reached capacity for the number of co-opted members an election would need to be held. Julie to check with NZSTA about any exceptions to the rule

8.2 TTCF Scholarship Approval

Approval sought from the Board to apply for The Trusts Community Foundation scholarship

Moved F Lesa/R Thornton **CARRIED**
 That the Board approve the school applying to TTCF for scholarship

9. PERSONNEL (including in committee)

Moved S Smith/F Lesa *Moved into in-committee at 7:24pm* **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/F Lesa *Moved out of in-committee at 7:29pm* **CARRIED**
 That the board move out of in-committee

Meeting concluded at 7:30 pm

Future Board Meeting Dates:

- Finance Meeting – Thursday 23 August 2018, 7:30am
- Board Meeting – Monday 27 August 2018, 5:00pm

CHAIRPERSON

DATE

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