



**Manurewa High School  
Board of Trustees Meeting  
Board Meeting Room, 5:00pm  
Monday 25 March 2019**

## Minutes

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Present: Fale Lesa – *chair*  
Lexy Derby-Ngawaka, John Hynds, Pete Jones, Joanna Long, Donella McPherson,  
Mitlesh Prasad, Porsha Sagote, Nick Telford, Richard Thornton

In attendance: Sarah Davies – *minutes*  
Leanne Gibson and Yashna Kumar

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Opening Karakia

### 1. APOLOGIES:

Steve Smith, Julie Lockie  
**Moved F Lesa/R Thornton**  
That the apologies are accepted

**CARRIED**

### 2. CONFLICTS OF INTEREST:

None at this time

### 3. SPECIAL GOVERNANCE TOPICS:

#### 3.1 Fab Learn Conference report by Yashna Kumar

Written report tabled, verbal reports from Leanne Gibson and Yashna Kumar.  
Yashna conveyed special thanks and appreciation to the Board for making the trip possible through financial assistance.

*Leanne Gibson and Yashna Kumar left the meeting, 5:30pm*

#### 3.2 Community Gardens Project update

Visual presentation on the project proposal. To get this moving we have a range of stages. Stage 1 requires the Board to underwrite financial support. Request made to finance committee.

#### 3.3 LAAR feedback / 2018 Charter Analysis of Variance

Thank you to the Board for involvement and feedback on the LAAR review and process along with the 2018 Charter Analysis of Variance. The Senior Leadership Team to follow up on recommendations.

#### 3.4 Tomorrows Schools feedback

Reminder that consultation closes at the end of this month on Tomorrows Schools. Pete encourages the Board to individually complete the survey. An online survey which canvasses opinion on each of the 32 recommendations.

<https://consultation.education.govt.nz/tsr>

Sarah Davies will also upload the link to the Board of Trustees Teams location.

#### 4. PREVIOUS MINUTES:

##### 4.1 MINUTES OF PREVIOUS MEETING

Matters Arising: Nil

##### Moved D McPherson/N Telford

**CARRIED**

That the minutes and public excluded minutes of the previous meeting held 25 February 2019, having been distributed, are approved

##### 4.2 CORRESPONDENCE

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

##### Moved L Derby-Ngawaka/J Long

**CARRIED**

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

#### 5. REPORTS:

##### 5.1 PRINCIPAL'S REPORT *(uploaded 20/3/19)*

Tabled / questions and discussion. Monthly Highlights slideshow shared.

##### Moved P Jones/L Derby-Ngawaka

**CARRIED**

That the Principal's report is accepted

*Lexy Derby-Ngawaka left the meeting at 6.19pm*

##### 5.2 FINANCE REPORT

Minutes sub-committee & property update *(uploaded 25/3/19)*

Richard communicated the recommendations from the meeting minutes of the Finance and Property Sub Committee Meeting held 22 March 2019

Matters Arising:

It is recommended that the MHS Board:

- a. **note** that the Income and Expenditure data for February tabled
- b. **note** discussion on Key measure report presented on meeting
- c. Sheryl to be come up with detail explanation of Local funds and expenditures
- d. School ICT financial related agreement should be signed by delegated person, either Pete or Lawrence. Before signed any ICT contract need to have a business case and share with accounts.
- e. Cloud transformation contract to be shared with accounts
- f. Community Garden new project, School to be funded \$16,000 for initial start of the program, to be test soil will be cost around \$4,000 to \$6,000 and other related cost. If soil not suitable for the project \$16,000 will cost to school account.

Amendment to f. – should read recommendation that the Board is prepared to write off \$5,000 if the soil testing is not suitable to proceed

Recommendation with reference to above

- f. That the board underwrite to no more than \$6,000 to carry out the soil testing and if not successful to write this sum off

##### Moved R Thornton/F Lesa

**CARRIED**

That the Board approve recommendation F as above

**Moved R Thornton/J Hynds****CARRIED**

That the Finance report is approved

**5.3 BUSINESS ACADEMY**

Meeting of the Business Academy Board held today.

Manurewa High School Business Academy Highlights from recent weeks newsletter tabled. Discussion held about more activity being possible in the maker space since the return of Emma O’Riordan. Planning and executing a lot of projects this term. Emma is making connections with outside organisations to work with staff and students in school allowing Leanne to make outside business connections. Additional staff member Keu Iorangi continues this year from funding through the Hynds Foundation. Special thanks to the Hynds Foundation for their generosity.

Future Problem-Solving fundraising required for finals in USA. Hynds Foundation is funding \$10,000 with \$20,000 additional required. John Hynds would appreciate Board support. John Hynds and Leanne Gibson will submit a detailed request to the Board Finance Committee.

**Moved N Telford/R Thornton****CARRIED**

That the Business Academy Report is accepted

**5.4 HEALTH & SAFETY – No report at this time****5.5 STUDENT REPORT**

Verbal report advising that Porsha and John were extended an invitation to attend the Homai Mosque by fellow student leader Fa’apa’ia Folasa who received the opportunity when he reached out following the events on Friday 15 March, 2019. Unfortunately, Porsha and John could not attend but Fa’apa’ia reports this was a positive visit and the school has been very supportive of the Muslim community following the events in Christchurch. Porsha reports that she is working on developing a Pacifika Day, pending further planning.

**5.6 STAFF REPORT – No report at this time****6. POLICIES FOR REVIEW:****6.1 Nil****7. TRIPS:**

**7.1** Kapa Haka Sleepover – approved via email – final sign off by acting chairperson

**7.2** Spirit of Adventure – 2 student trips – approved via email – final sign off by acting chairperson

**7.3** TRF – Taupo – 15 April 2019 – final approval – final sign off by acting chairperson

**7.4** REWA Allstars – Phoenix Arizona USA - 7-16 Aug 2019 – preliminary approval - granted

**7.5** O2GEO Tongariro National Park – 30 April – 3 May 2019 - Pre-approval - granted

**7.6** NISS Athletics Champs – Tauranga 5 – 7 April 2019 – Pre-approval - granted

**7.7** Bay of Islands – Training Camp – 3 5 May 2019 – Pre-approval - granted

**7.8** Espresso Engineers – Grey Lynn – 8, 9 and 10 April – Pre-approval - granted

**Moved N Telford/D McPherson****CARRIED**

That the above trips are granted approval as noted

**8. GENERAL BUSINESS**

**8.1 Internal Alternative Education Proposal**

Flagged to the Board; would like to develop an internal flexible alternative education programme. Will come to a future meeting as a more detailed programme.

**8.2 Aaron funding request - International Youth Science Challenge July 8 to 19 2019.**

Request for funding support from the Board. The Board approve, the process is that the request will go to the Board Finance committee.

**8.3 SSS Annual Providers Assurance Statement 2019 – sign off by Board acting Chair, Fale Lesa**

Richard Thornton made request that Julie Lockie check the current Board Delegations are up to date.

**8.4 Provisional destination data 2018**

Tabled and discussed

**9. PERSONNEL (including in committee)**

**Moved F Lesa/R Thornton**

*Moved into in-committee at 7.00 pm*

**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 F Lesa/R Thornton**

*Moved out of in-committee at 7.25 pm*

**CARRIED**

That the board move out of in-committee  
*Closing karakia*

**Meeting concluded at 7.25 pm**

**Future Board Meeting Dates:**

Finance Meeting – Thursday 26 April 2019 – 7.30am

Board Meeting and Annual Meeting– Monday 29 April 2019 - 5pm

**CHAIRPERSON**

**DATE**

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