



**Manurewa High School  
Board of Trustees Meeting  
Board Meeting Room, 5:00pm  
Monday 26 August 2019**

**Minutes**

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Present: Steve Smith – *chair*  
Talia Brown, Donna Cowley, Louise Dreadon, John Hynds, Pete Jones, Julie Lockie,  
Mitlesh Prasad, Porsha Sagote, Richard Thornton

In attendance: Sarah Davies – *minutes* / Lawrence Naicker, Ben Silk – ICT Update

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Opening Karakia

**1. APOLOGIES:**

Lexy Derby-Ngawaka, Joanna Long  
**Moved L Dreadon**  
That the apologies are accepted

**CARRIED**

**2. CONFLICTS OF INTEREST:**

None at this time

**3. SPECIAL GOVERNANCE TOPICS:**

**3.1 ICT Update**

The ICT team have a holistic approach to planning our ICT programme with a real focus on PL, upskilling staff and students. Discussion about the P-TECH partnership and what this means for Manurewa High School students. Funds have been received to implement the programme. BYOD sits at 87% of students with a device. Infrastructure Audit summary tabled and discussed.

Ben Silk, Mitlesh Prasad and Talia Brown joined the meeting at 5:33pm

Recommendation to Board, as presented to the Board Finance Committee; to improve infrastructure with purchase of 75 Access Points at \$45,000 and SAN hardware for mass storage at \$53,000.

Hoping to be Netsafe certified by 2020. Safety online is a priority.

Ben Silk and Lawrence Naicker left the meeting at 6:01pm

**4. PREVIOUS MINUTES:**

**4.1 MINUTES OF PREVIOUS MEETING**

**Matters Arising: Nil**

**Moved D Cowley/T Brown**

That the minutes and public excluded minutes of the previous meeting held 29 July 2019, having been distributed, are approved

**CARRIED**

**4.2 CORRESPONDENCE**

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

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

**5. REPORTS:****5.1 PRINCIPAL'S REPORT**

Tabled / questions

Discussion points;

1. Springboard Trust strategic planning
2. MOE school, business, employer relations workshop, we are only one of three schools invited to contribute based on the innovative work we are doing.
3. Productivity Commission Workshop
4. The Digital Divide - one of two schools invited to contribute along with a range of digital providers
5. Young Enterprise Business Hall of Fame dinner courtesy of John and Robyn Hynds
6. Dawn blessing by Manu Whenua of the Community Garden land
7. MOE Decile funding briefing to Auckland Principals
8. ARA pathways programme taking off
9. Productivity workshop on The Digital Divide – all about digital inclusion and government working towards rolling out – based on motivation, access, skills and trust
10. Equity funding – continue to define the model on what are the risk factors that determines the amount of funding our school gets
11. Kidscan & Kiwi Harvest programmes

**Moved P Jones/R Thornton****CARRIED**

That the Principal's report is accepted

Student report and BA report covered at this time and recorded further in the meeting minutes.

**5.2 FINANCE REPORT**

It is recommended that the board;

c) **recommend** student request for \$200 towards competing NZSSC – the school will donate \$150 per student and subsequently review policy for national contributions (Richard moved / Mitlesh seconded)- unanimous

d) **recommend** to proceed with Maitland Consulting proposal for three months (Mitlesh moved / Sheryl seconded - unanimous)

f) **note** discussion held re the recommendations of the Datacom audit with a focus on replacing the SAN, wireless AP's and switched for admin. Our recommendation is that the Board respond positively to the paper being presented at the Board meeting in order to manage under lease the replacement of the items above. Early estimates, to be confirmed, are SAN - \$50k (lease), wireless AP's - \$50k (lease) admin switches \$15k (purchased 2019). Note we are currently using 4.3% of a 10% allowance for lease borrowings (Richard moved / Mitlesh seconded)

**Decision:** Agreed in principle. Julie to work with Sheryl Lane to provide figures to the Board so an informed decision can be made, via email.

John Hynds and Porsha Sagote left the meeting at 6:37pm

g) **recommend** the installation of a fall arrest system on A block at a cost of \$6,000 to be covered in 2019 (Mitlesh moved / Richard seconded)

**Moved R Thornton/M Prasad**

That the Board approve recommendations c, d, and g as noted above and in the Board subcommittee finance meeting minutes 23 August 2019

Property – update on building progress, first design review meeting went ok now onto preliminary design of the building. To note; planning team talking about a 25-year plan to see if it's feasible and to progress our work up the MOE ladder.

**Moved R Thornton/M Prasad**

**CARRIED**

That the Finance report is approved

### **5.3 BUSINESS ACADEMY**

Andrew Patterson is mentoring a group of 13 Year 9 boys. The process was self-nomination then staff recommendations then final group selection by Andrew. Andrew is mentoring here and at Manurewa Intermediate. Programme follows students through progress at school into pathways.

### **5.4 HEALTH & SAFETY**

915 visits to the health centre over the past month.

Measles update – 7 confirmed cases with 2 awaiting results. 170 students sent home over the past 2 weeks.

### **5.5 STUDENT REPORT**

Porsha's Sock Survey – responses received, 506 verbal, 377 online, 372 Instagram = 1255. 504 students sighted wearing white socks over two weeks, boys and girls. Porsha's findings, that student prefer having the choice to wear either black or white socks. Porsha's recommendation is that all students can opt to wear black or white socks, and asks the Board to consider.

**Moved P Sagote/S Smith**

**CARRIED**

That students have option to wear black or white socks

Porsha reports on a meeting attended with Middlemore Foundation Trust. 3 integrated strands, Holistic programme - proactive health funding, work with our community garden, educational outcomes. Porsha found the meeting very informative and appreciate the student voice opportunity.

### **5.6 STAFF REPORT – no report at this time**

## **6. POLICIES FOR REVIEW:**

**6.1** Relationship Between Board and Principal

**6.2** Chairpersons Role

**6.3** Privacy

**6.4** Principal Performance Management

**Decision:** Review of the above policies held over to September meeting

## **7. TRIPS:**

**7.1** Rugby 1st XV Overnight – Whangarei – approved via email – final approval signed off

**7.2** Open Boys A Basketball live in 4/9/19-7/9/19 – final approval signed off

**7.3** TRF Term 3 Camp 7/10/19-11/10/19 – final approval signed off

**7.4** 1st XV Girls sleepover – approved via email – final approval signed off

**7.5** Kapa Haka Ahurea Nuho – approved via email – final approval signed off

**7.6** HKR Bay of Plenty – 15-16 October 2019 – pre-approval granted

**7.7** Waka Ama Hannah's Bay Rotorua - 6/9/19-7/9/19 – final approval signed off

**7.8** 02HPS Tramp Coromandel - 26/9/19-27/9/19 – final approval signed off

7.9 Under 19 – Jock Hobbs Rugby Tournament, Taupo 13-15 September, pending winning this week’s game – pre-approval signed off

**Moved S Smith/L Dreadon**

**CARRIED**

That the above trips are granted approval as noted

**8. GENERAL BUSINESS**

8.1 Out of Zone numbers for 2020

Discussion held. Recommendation by SLT to set at 50.

**Moved S Smith/M Prasad**

**CARRIED**

That the Board approve reduction of 80 Out of Zone places in 2019 to 60 for 2020

8.2 The World Business Forum Conference opportunity

This is a 2-day event in May 2020 in Australia. Pete is requesting approval from the Board to attend the conference.

**Moved S Smith/R Thornton**

**CARRIED**

That the Board approve the Principal’s attendance at the World Business Forum and agreed to Pete proceeding with registration

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

**Moved S Smith/R Thornton**

*Moved into in-committee at 7:05 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 S Smith/R Thornton**

*Moved out of in-committee at 7:31 pm*

**CARRIED**

That the board move out of in-committee

**Meeting concluded at 7:32 pm**

**Future Board Meeting Dates:**

Finance Meeting – Friday 20 September 2019, 7:30am

Board Meeting – Monday 23 September 2019, 5:00pm

**CHAIRPERSON**

**DATE**

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