



**Manurewa High School
Board of Trustees Meeting
Board Meeting Room, 5:00pm
Monday 21 September 2020**

Minutes

Present: Steve Smith – *chair*
Elmira Booth, Talia Brown, Donna Cowley, Lexy Derby-Ngawaka, Louise Dreadon, Leanne Gibson, Pete Jones, Julie Lockie, Joanna Long, Mitlesh Prasad, Elmira Booth, Richard Thornton, Ryan King

In attendance: Sarah Davies – *minutes*

Opening Karakia

1. APOLOGIES:

No apologies

2. CONFLICTS OF INTEREST:

None at this time

3. SPECIAL GOVERNANCE TOPICS:

3.1 MHS Fale – in attendance representing the Manurewa High School Pasifika Komiti, Ed Hendrikse and Velma Siteine.

Presentation about the collaboration between the Pacifica staff and the mana whenua on the proposed location of the fale. This was done out of a matter of respect to ensure that all parties agree. The proposal sees a waharoa being constructed on the side before the whare and the fale. This means that the fale will be inside the marae. The pasifika community have been given the blessing by the kaumatua.

Initial costing of between \$80,000 - \$100,000 for extra carvings to be placed at the front gate, up the driveway and in front of the Whare are estimated. Financially we can afford this extra cost therefore Pete Jones supports the addition to the project.

Richard asked if an MOU was required between all parties to ensure all who were consulted agree with the final details, without insulting the process so far as the Ministry may require a binding document with regards to finance.

Ed Hendrikse feels that the main focus is honouring mana whenua.

If approved, next stage would be to meet with Matua Ted Ngataki about the carvings and costing and Tukahia Ngataki for a digital walk through.

The Board approves in Principle

3.2 MHS Trades Academy 2020 / 2021 – presented by Steve Perks, Trades Academy Director. Presentation on the growth of MHSTA and the programme into the future. Pete acknowledged all the hard work and determination by Steve Perks in securing relationships and partnerships with providers.

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING

Matters Arising: Nil

Moved R Thornton/J Long

CARRIED

That the minutes and public excluded minutes of the previous meeting held 24 August 2020, having been distributed, are approved

5. CORRESPONDENCE:

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

Moved L Derby-Ngawaka/L Dreadon

CARRIED

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

6. REPORTS:

6.1 PRINCIPAL'S REPORT

Tabled / questions

Out of Zone confirmation of numbers, confirming received by the board via email. Pete feels that due to COVID this year it will be harder to anticipate the numbers from the community enrolling.

SLT/BOT planning meeting for Charter Review / 2021 Planning has been scheduled for Saturday 17 October, 9:00am to 1:00pm. An invitation will go out to all the Board, please accept or decline if unable to attend.

Moved Pete Jones/Talia Brown

CARRIED

That the Principal's report is accepted

6.2 FINANCE REPORT

It is recommended that the MHS Board:

Recommend - to support Kevan Lew with \$500 towards National Science and Technology Forum

Recommend - to proceed with Kukui Nut Lei - subject to final check of NZ pricing, availability and product description for the beads 2021 investigate producing ourselves going forward – follow up questions answered below:

The quote provided is in NZ \$\$\$ hoping that the NZ \$\$\$ doesn't drop any lower. The Quote includes Design, production, international priority freight, Customs. ETA is normally 3 to 4 weeks but if you have a date then we will put through a special request & we will ensure it will arrive to you in time. The Kukui is an actual nut. I will forward you information on the nut. It is a dry nut hence the reason why MPI has allowed us to import for the last 4 years.

Recommend – to support our Year 13's to go to the ball, school funding 75% of the cost of the ball ticket - would be linked to engagement and achievement – one off for 2020 due to COVID. Partners would pay full costs.

Recommend – to purchase 144 laptops to be used in the classroom as part of the teaching and learning program replacing devices loaned, that were at the end of their life, as part of the government laptop scheme as previously advised to the Board as a pending expense in 2020

Recommend - following a review by the finance committee that the grant coordinator contract be extended to the end of November 2021 where another review will be done – refer to summary in the finance folder

Recommend - to proceed with lease to own for 20 new data projectors for the 2021 year

Approved R Thornton/S Smith

CARRIED

That the Board approve the recommendations as noted above and the Finance report

6.3 BUSINESS ACADEMY

Report tabled and discussed

6.4 HEALTH & SAFETY – no Summary

7. POLICIES FOR REVIEW:

No policies for review

8. TRIPS:

7.1 Waka Ama – Rotorua & Taupo – 25/9/20-27/9/2020 - Nationals - 34 Students

7.2 The Rising Foundation – Rotorua – 5/10-9/10/2020 - 35 students

Moved S Smith/J Long

CARRIED

That the above trips are granted final approval

9. GENERAL BUSINESS

9.1 Pub Charity Ltd – Grant application for NZ Waka Ama Nationals \$8,347.83

The Board approves the application as noted above

9.2 Charter Planning Day – Saturday 17 October 2020

9.3 School Lunch Programme

Manurewa High School has been selected onto this programme with 3 options; 1. in-house 2. tender done through the ministry or 3. a mix of 1 and 2. \$7 allowance per student daily, factored into this is staff wages. Funding guaranteed for 1 year at which point if funding continues we could opt out of in-house and into tender process through the Ministry. A team of HAC staff have conducted webinars and held meetings about the possibility of school conducting in-house. Some work would be required on the commercial kitchen to cope with the quantity. Also, discussion on taking over the canteen. Decision required by the Board this evening. Leanne suggests that between Maara Fresh and the lunch programme a legal structure be set up. Mitlesh asked if the school was interested in providing lunches for staff also? Pete advised that we would need to look into costings further before committing.

The Board approve the school progress the programme proposal with the in-house option.

9.4 Schedule of Delegations updated for 2020

10. PERSONNEL (including in committee)

Moved S Smith/R Thornton *Moved into in-committee at 6:50 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 7:17 pm* **CARRIED**

That the board move out of in-committee

Meeting concluded at 7:18 pm

Future Board Meeting Dates:

Finance Meeting – Friday 24 October 2020, 7:30am

Board Meeting – Tuesday 27 October 2020, 5:00pm

CHAIRPERSON

DATE

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