



**Manurewa High School
Board of Trustees Meeting
Board Meeting Room, 5:00pm
Monday 28 June 2021**

Minutes

Present: Steve Smith – *chair*
Donna Cowley, Lexy, Louise Dreadon, Pete Jones, Julie Lockie, Joanna Long, Mitlesh Prasad, Richard Thornton, Leanne Gibson, Ryan King

In attendance: Sarah Davies – *minutes*

Opening Karakia

1. APOLOGIES:

Talia Brown, Aviu Aviu, Lexy Derby-Ngawaka

Moved Joanna Long

CARRIED

That the apologies are accepted

2. CONFLICTS OF INTEREST:

Steve Smith as employed under the School Lunch Programme

3. SPECIAL GOVERNANCE TOPICS:

3.1 Student Engagement Survey

Leanne's suggestions

Additions;

1. School helps me to know about possible future pathways so I can take a positive next step
2. I care about achieving goals

Suggestion to include wording that is more relevant – online learning, Te Ara o Tawhaki, hauora. Also, to include Trades students (as transitioning) and Health Science Academy students in those surveyed. Strategic choice, if funding being received for that group then separating this feedback would be beneficial.

Pete will consult the senior leadership team to refresh and table at a future Board meeting.

3.2 Ooz enrolments 2022 / JC Zone proposal

James Cook High School currently doesn't have an enrolment zone.

Option 1: Fill unzone area

Option 2: Overlap with Manurewa High School. Reason for suggesting this is that all the growth is on the Manukau side of our zone with no plan to build another school.

Option 3: Larger overlap with Manurewa High School to railway, slight Alfriston extension to railway.

Ministry are saying that their preferred option is Option 3 as there is scope for growth on the Takanini side of Alfriston zone.

Decision: The Board prefer option 1 and would welcome further discussion with the Ministry.

3.3 Te Rito approval

New cloud-based student information management system from the Ministry. Talks to relevant student management systems.

Issues, they haven't sorted out the privacy and it's not talking to KAMAR yet. No decision at this moment, Pete will come back to the Board when further information becomes available.

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING

Matters Arising:

Student Engagement Survey included on this agenda under 3.1 and Maori and Pasifika Board Positions under 9.1 for further discussion.

5. CORRESPONDENCE

Moved Steve Smith / Second Richard Thornton

CARRIED

That the minutes and public excluded minutes of the previous meeting held 31 May 2021, having been distributed, are approved

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

Moved Steve Smith / Second Richard Thornton

CARRIED

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

6. REPORTS:

6.1 PRINCIPAL'S REPORT

Tabled / questions

Discussion on wellbeing of staff. Suggestion that Louise seeks feedback from staff on what wellbeing/hauora support would benefit them.

Moved Pete Jones / Second Steve Smith

CARRIED

That the Principal's report is accepted

6.2 FINANCE REPORT

Board finance meeting did not take place this month although the following are agreed recommendations from the sub-committee:

- Recommend – Business Hub Building furniture and IT equipment spend of an additional \$250k to current existing \$250k (Donations fund) - \$500k in total - to avoid having to put old furniture into new building - see separate document for details
- Recommend: Approval to help fund the student requests for two badminton players and one athletics student

Next audit round we need to decide if we stay with the current auditor.

Moved Richard Thornton / Second Mitlesh Chand

CARRIED

That the Finance report is approved and the two recommendations noted accepted

60 + Celebration

Initial planning has started with the committee who are proposing a budget between \$25-30K. The Staff Board Representative raised concern over the impact on staff workload, at a busy time of the term. The Board request that the next level of detail from the committee include details of each activity and who it is aimed at and also the purpose of each activity.

Moved Richard Thornton / Second Mitlesh Prasad

CARRIED

The Board agree in principle to the week-long celebration and the proposed budget plus \$10,000 for contingencies on the basis that the committee provide more detail.

6.3 BUSINESS ACADEMY – no report

6.4 HEALTH & SAFETY – no report

6.5 Student Report– no report

6.6 Staff Report – no report

7. POLICIES FOR REVIEW:

7.1 Protected Disclosure

7.2 Reporting to Parents

7.2 Visitors

A reminder to the Board to review the above policies on School Docs before 9 July 2021

8. TRIPS:

7.1 TRF Big Homie Legacy Camp – 2/8/21-6/8/21

7.2 Production Camp – 7/6/21-9/6/21

7.3 1st XV Rugby – Ruakaka - 4/6/21-5/6/21

7.4 Waka Ama – Wellington – 24/6/21-27/6/21

7.5 Health Academy Yr 13 Camp - Henderson – 23/6/21-25/6/21

Moved Steve Smith / Richard Thornton

CARRIED

That the above trips are granted approval

9. GENERAL BUSINESS

9.1 Maori and Pasifika Board Positions – information from NZSTA previously emailed. Extensive discussion. Suggestion to generate a Board diversity procedure to define to co-option of diverse members as means of statement of intent.

Moved Richard Thornton / Second Steve Smith

CARRIED

That the Board remain with 5 parent representatives with option to co-opt two representatives from particular groups along with the two standing Business Academy members

9.2 Study Awards x 4

9.2.1 – Rimita Singh

9.2.2 – Linda Sime

9.2.3 – Ed Hendrikse

9.2.4 – Temu Pasese

The Board approve all of the above study award applications.

9.3 Ngaa Tai Tini Navigator position – supported by Middlemore Foundation 1000 Families programme - funding for 2 years with an option for a third.

9.4 Grant application resolution – The Trusts Community Foundation to apply to purchase a kiln \$16,909.66

Moved Steve Smith / Richard Thornton

CARRIED

That the Grant application to the Trusts Community Foundation is approved

9.5 Crest re-branding

Visual designs of the revised school crest presented to the Board for a final decision. All agreed to proceed with option B.

9.6 Student Representative Election Returning Officer

Julie Lockie appointed

Ryan King left the meeting at 6:46pm

9. PERSONNEL (including in committee)

Moved Steve Smith/Richard Thornton

Moved into in-committee at 6:46 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 Steve Smith/Richard Thornton

Moved out of in-committee at 7:00 pm

CARRIED

That the board move out of in-committee

Meeting concluded at 7:00 pm

Future Board Meeting Dates:

Finance Meeting – Friday 23 July 2021, 7:30am

Board Meeting – Monday 26 July 2021, 5:00pm

CHAIRPERSON

DATE

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