



**Manurewa High School
Board of Trustees Meeting
Board Meeting Room, 5:00pm
Monday 2 May 2022**

Minutes

Present: Steve Smith – *chair*
Talia Brown, Donna Cowley, Leanne Gibson, Pete Jones, Ryan King, Julie Lockie,
Joanna Long, Mitlesh Prasad, Velma Siteine, Richard Thornton

In attendance: Sarah Davies – *minutes*

Opening Karakia

1. APOLOGIES:

Leanne Gibson, Donna Cowley, Aviu Aviu, Lexy Derby-Ngawaka

Moved Pete Jones

That the apologies are accepted

CARRIED

2. CONFLICTS OF INTEREST:

None at this time

3. SPECIAL GOVERNANCE TOPICS:

3.1 Health & Safety Plan – term 2 moving forward

Our plan is based on a worksite safety and ministry document.

Recommendations:

Wearing masks inside as mandatory and optional although recommended outside.

15-minute outdoor learning activity each hour no longer a requirement although still an option for staff who want to continue incorporate it into their programme.

The Board adopt the revised Covid orange level Health & Safety plan

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING

Matters Arising: None at this time

Moved Joanna Long / Second Richard Thornton

That the minutes and public excluded minutes of the previous meeting held 28 March 2022, having been distributed, are approved

CARRIED

5. CORRESPONDENCE

None at this time

6. REPORTS:

6.1 PRINCIPAL'S REPORT

Tabled / questions

Guidance statistics came in later today, tabled and uploaded to the Teams folder. These statistics will be shared with the Board each term.

Attendance and engagement, Steve Smith asks if there is a different process we could consider, given that the Ministry financial support is not adequate.

A team is collaborating on a plan moving forward.

Moved P Jones / Second Richard Thornton

That the Principal's report is accepted

CARRIED

6.2 FINANCE REPORT

Recommendations from the Board Finance Committee, meeting held Friday 25 March 2022

- **Recommend:** Kiln grant of \$10,000 received. Recommend top up \$10,000 meet shortfall on purchase and to provide contingency
- **Recommend:** Levi Pupualii (hammer throw) \$500 national representative sponsorship and approve extra \$500 based on circumstances of level of achievement and expenses incurred going overseas
- **Recommend:** William Passi (basketball rep) \$500 national representative sponsorship and approve extra \$500 based on circumstances of level of achievement and expenses incurred going overseas
- **Recommend:** Making payment to external sports coaches for the 2022 season up to \$20,000. This will be used to assist in supporting to retain and encourage students to participate in sports and therefore ensure better school engagement – school engagement covid funding can be used
- **Recommend:** student records scanning process continues. More pricing to be obtained

Funding for the external sports coaches will be available to all codes. Consideration will be given to repeat this next year and beyond if finances allow, with potential to extend into other areas beyond sport, as a student engagement strategy.

Moved R Thornton / Second Steve Smith

That the recommendations as noted above are approved by the Board

CARRIED

Property matters:

Watershed summary report in the Teams folder.

Finance documentation discussed.

The Fale project is currently on hold as the architect is waiting for the best time to go out to tender again and start the project due to chain supply issues caused by COVID disruptions. Another Board member is sought to join the Fale project team.

CARRIED

Moved R Thornton / Second Joanna Long

That the Finance report is approved

6.3 BUSINESS ACADEMY – no report at this time

6.4 HEALTH & SAFETY – covered in Special Governance Topics

Richard Thornton requested that the wording in our trip documentation is checked to ensure that the necessary safety measures around water/swimming/cliffs etc are covered off. Julie Lockie to follow up and report back to the Board.

6.5 STUDENT REPORT - nil

6.6 STAFF REPORT - Nil

7. POLICIES FOR REVIEW:

7.1 Health and Safety Management

7.2 Emergency, Disaster and Crisis Management

8. TRIPS:

7.1 Waka Ama Trans-Tasman Gubbi Gubbi Tour – 27/9/2022-7/10/2022 –
preapproval required.

Moved S Smith / Second Richard Thornton

CARRIED

That the above trip is granted preapproval

Mitlesh Prasad left the meeting at 6:08pm

9. GENERAL BUSINESS

9.1 ORS Financial and Delivery Report Signoff

Pete Jones acknowledges all the work that Kim Millwood and the Learning Support team have done in this space to a high standard

9.2 Principal Annual Leave sign off

Ryan King left the meeting at 6:24pm

10. PERSONNEL (including in committee)

CARRIED

Moved S Smith/Second R Thornton

Moved into in-committee at 6:25 pm

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.

Meeting concluded at 6:39pm

Future Board Meeting Dates:

Finance Meeting – Friday 27 May 2020, 7:30am

Board Meeting – Monday 30 May 2020, 5:00pm

CHAIRPERSON

DATE

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