



**Manurewa High School
Board of Trustees Meeting
Board Meeting Room, 5:00pm
Monday 28 March 2022**

Minutes

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

In attendance: Sarah Davies – *minutes*

Opening Karakia

1. APOLOGIES:

Aviu Aviu, Mitlesh Prasad

Moved S Smith

CARRIED

That the apologies noted above are accepted

2. CONFLICTS OF INTEREST:

None currently

3. SPECIAL GOVERNANCE TOPICS:

3.1 Reception Pepeha design proposal – Rui Peng Critical design
Proposal approved by the Board

3.2 New building name

Consultation with mana whenua who have presented two potential names.
Te Pae Tata and Te Ara O Tawhaki. SLT preference is Te Pae Tata for the whole building
and areas within the building to be given separate names. eg; Alex Maich Library.
Business Learning area could also be named once the main building name is
confirmed. Richard felt that the tradition of naming buildings after past principal's
was not common practice. Pete agrees but feels we need to acknowledge John Hynds
due to his contribution to the building. Leanne Gibson wanted it made clear that John
Hynds is not wanting his name included in the building name. The Business Academy
Board would like to see Learning Centre and Business Academy in the name.
Decision: the board agree to Te Pae Tata, the purpose is as the Business Academy
and Learning Centre. Need to ensure that this meets tikanga protocol. Suggestion to
include a plaque to acknowledge John Hynds contribution and the Alex Maich Library.

Moved R Thornton/R King

That the name of the new build is approved as Te Pae Tata

CARRIED

4. PREVIOUS MINUTES:

MINUTES OF PREVIOUS MEETING

Matters Arising: None currently

Moved Joanna Long / Second R Thornton

CARRIED

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

5. CORRESPONDENCE

None currently

6. REPORTS:

6.1 PRINCIPAL'S REPORT

Tabled / questions

Process has started on a proposal for a performing arts centre in the location of the old Library and into M block. Continuing to work with the Ministry on the 10-year property plan. The Fale will remain in the roundabout, and we are continuing to look at plans for more parking.

Polyfest results through are very impressive and will be published in our end of term newsletter. REWAfest performances will be live streamed on 13 April.

Moved Pete Jones / Second Talia Brown

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 – Technology garage is nearly complete just waiting on final drainage before council sign off. BOT have advised to hold on final invoice until this has been completed.

Moved R Thornton / Second S Smith

That the recommendation above is approved

CARRIED

Property and finance updates discussed.

Steve Smith requested that a contingency is considered for the re-roofing of the caretaker house. Julie Lockie to work with Charlie Wasala and bring the amended proposal back to the Board for approval, via email.

CARRIED

Moved R Thornton/ Seconded S Smith

That the finance report is accepted

6.3 BUSINESS ACADEMY

The Business Academy have been successful in a Lottery Community grant. To support our mahi to help our young people and rangatahi access futures through the Education to Employment programme, the Maara Kai and Makerspace Mahi in the Education to Employment space, maker space, \$100,00 granted for operational purposes.

6.4 HEALTH AND SAFETY

6.4.1 Health and Safety Management – SLT propose to continue with the same Covid response process until the end of Term 1. The Board supports this.

6.4.2 Emergency, Disaster and Crisis Management

Senior Leadership Team met with Dr Rawiri McKree Jansen to medical guidance.

SLT recommendation would be to keep regulation mask wearing, keep gate entry requirements, emphasising not to come on site if symptomatic, no vaccination pass

will be required but visitors must be on our gate list. Discussion on outside organisations using the school. Steve Smith suggests we would then be required to clean after use, which would be best practice. Steve will investigate cleaning products. Leanne asked if RAT are being considered? We have some stock to use on those onsite. The clear message will be for visitors to not come onsite if symptomatic.

No outside groups until it has been reviewed for Term 2.

6.4.3 Returning unvaccinated staff procedures

The Board agree that these staff can return to work

6.5 Student Report – No report

6.6 Staff Report – No report

7. POLICIES FOR REVIEW:

7.1 Health & Safety Management

7.2 Emergency, Disaster and Crisis Management

Approval required by the end of Term 1

Schedule of policies to be reviewed in Teams

8. TRIPS:

8.1 HPS Waharau Camp – 11/4/2022-13/4/2022

8.2 Update on the Gt Barrier Island Trip change to Tongariro Centre

8.3 03TAUS Bluelight Camp 4/4/2022-8/4/2022 -Trentham

8.4 02 Geography Tongariro – 10/5/2022-13/5/2022

8.5 Girls Rugby Development Camp – 25/4/2022-28/4/2022 – risk of flight

cancellation too great so group are considering hire vans. The estimated cost to drive is about \$2,500 maximum. Group are asking if the Board can support costs. If the camp cannot proceed the only loss would be the hire cost of the vans. The Board will support at a per head rates and top up to a maximum of \$2,500

Moved Steve Smith / Second Joanna Long

That the above trip is granted preliminary approval

CARRIED

9. GENERAL BUSINESS

9.1 BOT Elections

Election date - common date 7/9/2022

Election of Returning Officer

Steve Smith nominates Julie Lockie. Julie Lockie accepts but advised the Board that Karen Hadfield will be trained in the process and take over and be remunerated, if Julie cannot complete the election.

CARRIED

Sub-committee to look into succession and recruitment planning?

Steve Smith has been given clearance by the MOE to be a paid employee. Steve needs to decide whether to stand for the Board and relinquish his School Lunch Programme (SLP) role or continue his SLP role and give up the Board role. Board wants to approve another year. Richard suggests pushing for a 3rd year. It's the Ministry's 3-year programme that we have proved benefits from Steve's management.

Donna Cowley, Richard Thornton and Leanne Gibson will form a sub-committee.

9.2 NZSTA

Virtual Annual meeting – would any member like to attend or pass our vote to Auckland Executive Chair. Richard Thornton appointed to vote on behalf of the Board.

9.3 Updated Resolution – to apply to Pub Charity to purchase a Laser Cutter \$20,205.15

Moved S Smith / Second R Thornton

That the Board approve application to Pub Charity

CARRIED

Board training at Waitangi with a focus on Te Tiriti o Waitangi. School will fund Board member attendance, for those who wish to participate.

10 PERSONNEL (including in committee)

Moved S Smith/Second R Thornton

Moved into in-committee at 6:09 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/Second R Thornton

Moved out of in-committee at 6:34pm

CARRIED

That the board move out of in-committee

Meeting concluded at 6:35pm

Future Board Meeting Dates:

Finance Committee Meeting – Friday 29 April 2022 - 7.30am

Board meeting – Monday 2 May 2022 – 5:00pm

CHAIRPERSON

DATE

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