



**Manurewa High School
Board of Trustees Meeting
Teams Meeting, 5:00pm
Monday 30 May 2022**

Minutes

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

In attendance: Sarah Davies – *minutes*

Opening Karakia

1. APOLOGIES:

Pete Jones, Lexy Derby-Ngawaka, Aviu Aviu
Moved R Thornton
That the apologies noted above are accepted

CARRIED

2. CONFLICTS OF INTEREST:

None currently

3. SPECIAL GOVERNANCE TOPICS:

3.1 MOE Strategic Planning Survey

SLT survey response tabled for the Board to review. Richard will facilitate the Boards feedback contribution. The Board to provide input to Richard by Thursday 2 June, document returned to Julie Lockie by Friday 3 June to share back to SLT.

Talia Brown joined the meeting

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING

Matters Arising:

1. Another quote for student record document scanning – pending
2. Progress on the query raised by Richard Thornton re wording on EOTC forms pertaining to water activities, safety around water. Has been completed by EOTC team. Julie Lockie to forward to Richard Thornton for final approval.

Moved R Thornton / Second J Long

That the minutes and public excluded minutes of the previous meeting held 2 May 2022, having been distributed, are approved with one amendment as noted

Mitlesh Prasad joined the meeting

CARRIED

5. CORRESPONDENCE

No correspondence currently

6. REPORTS:

6.1 PRINCIPAL'S REPORT

Tabled / questions

Katie Spraggon discussed the point raised in the principal's report regards NZQA stance on the LRC and UEG process for 2021. Pete Jones, Michelle Hards,

Manaia Laulu and Lawrence Naicker met with NZQA to give feedback and to strongly advocate for further support this year as the disruption to learning has been even greater during Term 1 2022 and is likely to be throughout the year. Pete is requesting a letter from the Board supporting the SLT response. The Board will work with Michelle Hards, Deputy Principal responsible for NCEA, to generate a draft letter for Board approval.

Katie Spraggon shared that the recent attendance at Akoranga Conferences was positive with face-to-face conferencing tracking at approximately 80%. Velma Siteine questioned whether the safety of staff was considered when deciding that the Akoranga Conferences were held in person. Velma feels that the number of staff now absent from school could be an outcome of the conferences. Velma questioning as a teacher if this was a good thing to do. Katie advised that we can't determine if the current staff absences relate to holding Akoranga Conferences. Not sure it's possible to gather accurate data on this. Steve feels that Velma brings up a valid point and we need to be considerate of Health & Safety for future planning.

Moved S Smith / Second J Long

That the Principal's report is accepted

CARRIED

6.2 FINANCE REPORT

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

- **Recommend:** Replacement of ovens in T1 and T2, 16 in total. These are to be capitalized - total cost of \$11,111 plus GST
- **Recommend:** upgrade of eSports computers to continue the engagement of students. Funds to come from contingency allowed – 32 x 975 = \$31,200
- **Recommend:** To get Watershed to update Cyclical Maintenance programme and put a proposal in to support the work being done, i.e., supervise projects

Richard requested a letter of thanks from the Board be sent to Charlie Wasala for all the hard work on completing the audit.

Moved R Thornton / Second J Long

That the recommendations listed above are approved and the finance report is accepted

CARRIED

6.3 BUSINESS ACADEMY

Report taken as read and discussion on Business Academy status.

Moved L Gibson / Second R King

That the Business Academy report is accepted

6.4 HEALTH & SAFETY – no report currently

6.5 Student Report – no report currently

6.6 Staff Report – no report currently

7. POLICIES FOR REVIEW:

7.1 As per tabled review cycle schedule for the year

8. TRIPS:

No trip applications currently

9. GENERAL BUSINESS

9.1 NZSTA Trustee Election Email

Julie sought advice from NZSTA regards online voting. The Ministry are yet to accredit companies to conduct online voting. Julie recommends to the Board that we conduct this coming election in paper form and reassess online voting once the online voting system has been set up properly.

The Board decided to proceed with paper form voting as the Ministry online option is not sufficiently progressed.

9.2 Study Grant 2023 Approvals – Ed Hendrikse, Temu Pasese, Linda Sime

The Board support the above staff applications for a Study Grant 2023.

9.3 Sabbatical approval Term 1 2023 – Lawrence Naicker

The Board support Lawrence Naicker’s application for sabbatical

9.4 Sabbatical dates update Daisy Chandra – week 9 term 3 and remainder of year

Notification of an additional change to sabbatical dates for Daisy Chandra

9.5 Rostering Home

We have reached a critical situation with staff absentees, both teaching and non-teaching staff. SLT propose we start rostering home from next week under the model as tabled. Katie will take Board suggestions to SLT, and a revised draft will be shared with the Board to ensure SLT can put in place for next week.

The Board asks if SLT are following up on students ability to engage in online learning.

Ryan King Left the meeting at 6:08pm

10 PERSONNEL (including in committee)

Moved S Smith/Second R Thornton

Moved into in-committee at 6:08pm

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 6:22pm

CARRIED

That the board move out of in-committee

Meeting concluded at 6:23pm

Future Board Meeting Dates:

Finance Committee Meeting – Friday 24 June 2022 - 7.30am

Board meeting – Monday 27 June 2022 – 5:00pm

CHAIRPERSON

DATE

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