



**Manurewa High School
Board of Trustees Meeting
Board Meeting Room & Online, 5:00pm
Monday 29 August 2022**

Minutes

Present: Steve Smith – *chair*
Talia Brown, Donna Cowley, Leanne Gibson, Ryan King, Julie Lockie (online), Joanna Long, Nichola McCall, Mitlesh Prasad, Richard Thornton

In attendance: Sarah Davies – *minutes*

Opening Karakia

1. APOLOGIES:

Lexy Derby-Ngawaka, Pete Jones, Katie Spraggon, Aviu Aviu

Moved Richard Thornton

CARRIED

That the apologies are accepted

Call for late agenda items under General Business - PM Visit added to the agenda

2. CONFLICTS OF INTEREST:

None currently

3. SPECIAL GOVERNANCE TOPICS:

None currently

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING

Matters Arising:

Talia Brown arrived at 5:09pm

Philosophy of the Business and Learning Hub/Te Pae Tata to be on plaque inside building shared by Leanne Gibson. The full version read by Nichola McCall. This version will be printed and displayed inside the building.

Moved Richard Thornton / Joanna Long

CARRIED

That the minutes and public excluded minutes of the previous meeting held 25 July 2022, having been distributed, are approved

5. CORRESPONDENCE

Outgoing correspondence only

Moved Joanna Long / Richard Thornton

CARRIED

That the Board endorse the outwards correspondence

6. REPORTS:

6.1 PRINCIPAL'S REPORT

Tabled / questions

CARRIED

Nichola McCall is recommending we appoint Veronica Tawhai, Te Tiriti specialist,

to work with the Board and SLT. Nichola McCall to seek options and bring as a recommendation to the new Board. The Board agrees.

Moved N McCall / Second Richard Thornton

CARRIED

That the Principal's report is accepted

Mitlesh Prasad arrived at 5:45pm

6.2 FINANCE REPORT

Significant surplus (reserve money) highlighted to the Board. Richard suggests that thought is given to projects, equipment, resources that could be purchased this year.

Recommendations from the Board Finance Committee, meeting held Friday 26 August 2022

- **Recommend:** To support the Waka Ama trip to Australia the requested \$3,000 with Katie having approval to approve another \$2,000 if needed
- **Recommend:** Request from 1st XI to support trip to Whangarei of \$1,500. Support granted and approved as trip leaves on Sunday
- **Recommend:** Pay parity for administration staff was discussed. MOE will only cover backpay for base rates – some staff paid a 'loading' on top of base rate – recommended for school to cover the backpay on this loading. MOE are funding the new rates through operations grant. Two staff are requesting a re-grade to a higher grade which Pete is now working through. Katie acknowledges the work Julie has put into this process as she has been included in all the staff meetings
- **Recommend:** Last year we received a grant for \$20,000 to go towards a new van for the Trades Academy. The van ordered has not even started to be manufactured so we have found another van that we can purchase to use the funds instead of having to pay the grant back. Details listed below but recommended to go with option 1 and use the grant funds and MHS Trades will fund the remaining balance. The Cluster could then be invoiced annually for use of the van.

Moved Richard Thornton / Second Talia Brown

CARRIED

That the recommendations from the Board Finance Committee meeting held 26 August 2022, as noted above are approved and the finance report is accepted

Moved Richard Thornton/ Donna Cowley

CARRIED

That the Finance report is approved

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 Healthcare

7.2 Behaviour Management

8. TRIPS:

8.1 03 Geography Rotorua – 21/9/22-23/9/22 – final approval

8.2 02HPS Pinnacles Tramp – 22/9/22-23/9/22 – final approval

8.3 TRF T3 Totara Springs Camp – 3/10/22-7/10/22 – final approval

- 8.4 Girls Rugby Qualifier – New Plymouth – 23/8/22-24/8/22 -- approved via email
- 8.5 Leadership Camp - at school – 3/10/22-4/10/22 – final approval
- 8.6 Tūaikaepau Tongan Trip 2023 – 8/7/23-23/7/23 (details in folder) preliminary
- 8.7 Rugby Girls – Rotorua – 30/8/22 – 2/09/2022 – final approval

Moved Richard Thornton / Second Talia Brown

CARRIED

That the above trips are granted approval as noted above

9. GENERAL BUSINESS

9.1 Grant Resolutions

Board approval required to apply to;
 Bluesky Community Trust - \$30,000 towards Teacher Aide salaries
 NZ Community Trust - \$12,800 for basketball backboards
 Trillian Trust - \$7,652.17 to purchase school blazers and ties

Moved Steve Smith / Second Richard Thornton

CARRIED

The Board pass the above resolutions

- 9.2 Trip funding guidelines (see document in Teams folder)
- 9.3 PM Visit – programme discussed

Steve Smith advised the Board that TV3 filmed onsite today in the lunch programme. Steve thanks all Board members for the support and hard work over this term.

Ryan King left the meeting at 6:37pm

10. PERSONNEL (including in committee)

Moved Steve Smith/Richard Thornton

Moved into in-committee at 6:38 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 6:47pm

CARRIED

That the board move out of in-committee

Meeting concluded at 6:48pm

Future Board Meeting Dates:

Finance Committee Meeting – Friday 23 September 2022, 7:30am
 Board Meeting – Monday 26 September 2022, 5:00pm

CHAIRPERSON

DATE

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