



**Manurewa High School
Board of Trustees Meeting
Board Meeting Room, 5:00pm
Monday 3 April 2023**

Minutes

Present: Penina Ifopo – *chair*
Talia Brown, Leanne Gibson, Penina Ifopo, John Ikinupe, Pete Jones, Ryan King,
Faaolaina Mana’o, Richard Thornton, Sarai Makara-Moreland
In attendance: Sarah Davies – *relief Board Secretary and minutes*

Opening Karakia

1. APOLOGIES:

Velma Siteine, Julie Lockie
Moved Pete Jones
That the apologies are accepted

2. CONFLICTS OF INTEREST:

None currently

3. SPECIAL GOVERNANCE TOPICS:

3.1 Operation Piki atu ki te rangi update

Update on the operation presented by Pete Jones. The Board will continue to be updated on all the communication sent out to whaanau, by SLT.

Discussion held on the following Board queries

Data on in-zone or out-of-zone, breakdown of reasons.

How can you reinforce the positive of the students who turn up on time?

This is being done through kaitiaki and reinforced at Akoranga Conferences with whaanau.

Do we have alternative versions of the learning guide if there are students are sent home multiple times or for longer periods?

We offer a second chance to complete the learning guide, beyond that, if the student is not improving in attitude or behaviour, the student may be referred to the Board.

Suggestion to put up/update signage and posters around the school to reinforce the framing of Operation Piki atu ki te rangi.

New values boards are on the work schedule to replace.

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING held 27 February 2023

Matters Arising:

Moved John Ikenupe / Second Richard Thornton

CARRIED

5. CORRESPONDENCE

Moved

That the minutes and public excluded minutes of the previous meeting held 27 February 2023, having been distributed, are approved

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

Moved Penina Ifopo

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

6. REPORTS:

6.1 PRINCIPAL'S REPORT

Tabled / questions

Pete recommends to the Board that letters of appreciation from the Board are sent to all tutors and staff involved in Polyfest.

Destination data discussed. 41 ex-students not contacted. Ryan King continues to find solutions on how to reach this group of students so that we can best assist them in a pathway and students who fall under the undecided category.

The Board acknowledge the pressure that SLT have been under this term and offer support to the team, with resources, where required.

Pete advised the Board that our Kapa Haka teina team performed at the Polyfest Kapa Haka competition today, third division. First division performance at 9am on Wednesday.

Moved P Jones/John Ikenepe

That the Principal's report is accepted

CARRIED

6.2 FINANCE REPORT

Recommendations from the Board Finance Committee, meeting held Friday 23 March 2023

- **Recommended:** Additional information has been gathered around covering both Swimming pool and the netball courts. To provision of additional changing rooms for the swimming pool as an account of expensive of fully enclosing the pool which come to around \$6m.
- **Recommended:** Proceed with the School front gate replacement with cost of estimated 22k, which is to replace over 20yrs old existing gate.

Accounts progressing well. Loss of learning, rapid relief and interim response funding received is all being allocated to teacher aide appointments which will see a teacher aide in every Year 9 class.

Support programmes and contracted specialist to be funded from the counsellor salary as we have not been able to appoint a fixed term to cover Corey Tau while on leave.

Moved Richard Thornton / Second Penina Ifopo

That the recommendations from the Board Finance Committee meeting held 23 March 2023, are approved and the finance report is accepted

CARRIED

6.3 BUSINESS ACADEMY – no report

Leanne Gibson and Emma O' Riordan's recent submission to present at a conference in Toronto has been accepted. Leanne and Emma will be attending in person to present on Applying Education in a Complex World, while Pete has contributed through a pre-recorded session in the presentation.

6.4 HEALTH & SAFETY – Full school Fire Drill scheduled for this week

6.5 Student Report – No report.

Pete informed the Board that a uniform review will be conducted by Sarai Makara-Moreland in Term 2, with findings to come to the Board.

Richard suggests including an overview of what is worn by all areas of the school. Eg; Trades Academy, Business, Sports, Health Science Academy, Business Academy

6.6 Staff Report – No report

7. POLICIES FOR REVIEW:

- 7.1 Student Attendance
- 7.2 Enrolment
- 7.3 Privacy
- 7.4 Official Information Requests
- 7.5 Uniform / Dress Code

A reminder to the Board to review the above policies for review and the review cycle 2023 in the document in the TEAMS folder.

8. TRIPS:

- 7.1 Athletics North Island, Palmerston North – 31 March – 2 April 2023
- 7.2 Pre-approval received via email 27 March 2023 then cancelled
- 7.3 Waka Ama NZSS Nationals – 27/3/23- 1/04/23 - Pre-approval received via email
- 7.4 The Rising Foundation – Ngaruawahia Camp – 17/4/23-21/4/23 - preapproval
- 7.5 03GEO – Tongariro - 17-19-5-2023 – preapproval
- 7.6 Senior HPS – 4-6-4-23 – Waharau – final approval

Moved Penina Ifopo / Second Richard Thornton
That the above trips are granted approval as noted

CARRIED

9. GENERAL BUSINESS

No general business currently

Ryan King left the meeting at 6:37pm

9. PERSONNEL (including in committee)

Moved P Ifopo / Second R Thornton *Moved into in-committee at 6:38pm*
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.

CARRIED

Moved P Ifopo / Second R Thornton *Moved out of in-committee at 6:58pm*
That the board move out of in-committee

CARRIED

Meeting concluded at 6:58pm

Future Board Meeting Dates:

Finance Meeting – Friday 25 May 2020, 7:30am

Board Meeting – Monday 29 May 2020, 5:00pm

CHAIRPERSON

DATE

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