



**Manurewa High School
Board of Trustees Meeting
Ruuma Rua and Teams, 5:00pm
Monday 31 July 2023**

Meeting Minutes

Present: Richard Thornton – *chair*
Leanne Gibson, John Ikinape, Pete Jones, Ryan King, Julie Lockie, Faolaina Mana’o,
Richard Thornton, Sarai Makara-Moreland, Velma Siteine
In attendance: Sarah Davies (on Teams) – *meeting* minutes

Opening Karakia

1. APOLOGIES:

Penina Ifopo, Talia Brown

Moved Pete Jones

That the apologies are accepted

CARRIED

2. CONFLICTS OF INTEREST:

None currently

3. SPECIAL GOVERNANCE TOPICS:

3.1 Community and stakeholder engagement: Maaori & Pasefika

Pete advised that this consultation continues, and he is attending a further meeting so will inform the Board of further developments.

3.2 Te Tiriti o Waitangi

We received two documents from the Ministry on the new guidelines for reporting. There is a change to reporting with a strong emphasis on community, honouring Maori and Pasefika and Te Tiriti o Waitangi. Pete implores the Board to read the documents before our next meeting. The new process lines up with the Board elections, Ministry advising that schools are required to set intentions and implement through the 3-year Board term.

Item carried over to next meeting to allow the Board time to read the documents.

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING held 3 July 2023

Matters Arising: No matters arising

Moved Richard Thornton / Velma Siteine

That the minutes and public excluded minutes of the previous meeting held 3 July 2023, having been distributed, are approved

CARRIED

5. CORRESPONDENCE

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

Moved Richard Thornton / Velma Siteine

That the Board accepts the inwards and endorse the outwards correspondence

CARRIED



6. REPORTS:

6.1 Principal's Report

Tabled / questions

Language weeks going very well with appreciation to the team coordinating.

Learning Area data hui with each learning area have been scheduled again this term and good conversations are being held with HOLA's and their team.

Unfortunately, students will not be awarded discretionary/derived credits due to the disruptions caused by industrial action.

Staffing and finance are the main foci at present in preparation of 2024. Pete will have more to report to the Board by the September Board meeting.

The student roll fluctuates mostly due to transients. This makes young people's learning and achievement challenging. Senior numbers are reduced, and we are hoping to get the balance across cohorts back next year.

Moved Richard Thornton / Ryan King

That the Principal's report is accepted

CARRIED

6.2 Finance Report

Recommendations from the Board Finance Committee, meeting held Friday 27 July 2023 for final approval

- Note / recommendation: Final pricing to be submitted at the Board meeting for the shade sail project.

Quotes received from two companies, Shade Systems and Space Frame. The Finance committee is recommending we accept the higher tender from Shade Systems which will mean we exceed the budgeted \$2M by \$46,000. This could be covered by applying for a grant or using contingency funds.

- Recommend: Pricing has been received for the portacom change rooms. Price looks favourable and we are asking for another price if we were to put 4 change rooms in rather than 2. Price to be tabled at the Board meeting. \$347,000.

Richard recommends the following.

1. Accept the Shade Systems quote for the covering of the pool and the turf area.
2. The Board to approve 4 change rooms rather than the 2 rooms quoted, total budget of \$2.46M

Finance report tabled and discussed.

Moved Richard Thornton / Second John Ikenepe

That the recommendations from the Board Finance Committee meeting held 27 July 2023, are approved as noted above and the finance report is accepted

Property Update

Watershed project document in the Teams folder. Items to note;

- Science Block – starting week 10 of term 3 and will run throughout term 4
- Portacom for front gate - delayed as portacom requires a permit
- Gym - flooding in gym area – remediation work continuing
- A Block - replacement internal wall linings delayed until the Christmas term break



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6.3 Business Academy – no report as such as not a lot to report since our last meeting. The Hynds Foundation have announced that they will be removing support from the school at the end of this year. They have a different focus and moving into supporting the Arts.

6.3 Health & Safety – no report

CARRIED

6.4 Student Report – Uniform survey will be presented at the next meeting.

Sarai Makara-Moreland left the meeting at 6.25pm

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

Laina reviewed a few policies online and made notes – Julie Lockie will review.

8. TRIPS:

7.1 Netball UNISS Tournament 28/8/23-1/9/23 - Hamilton

7.2 02 Leadership through PE 22/8/23-24/8/23 - Waharau

7.3 Rewaken Polycation Choir Camp – 4/8/23-6/8/23 - Camp Morley Clarks Beach

7.4 10TAH Tane & Wahine – 16/8/23/18/8/23 - Te Rito Marae Moerewa

Moved Pete Jones / Second Richard Thornton

CARRIED

That the above trips are granted approval

9. GENERAL BUSINESS

9.1 Confirm OOZ numbers 2024 – siblings and staff/whaanau connections to MHS only
The Board agree to this for 2024 and to be reviewed regularly to ensure an optimum roll is maintained.

9.2 Returning Officer for Board Student Representative Elections

Julie Lockie appointed

9.3 Ball ticket support request

Here is the attached cost for the ball 2023. This year's cost is looking at \$34,207.70
\$4253.93 more than last year.

As a rough place to discuss ticket costs please see below:

Option 1

270 (students) x \$85 = \$22,950

30 (staff) x \$50 = \$1500

TOTAL INCOME = \$24,450 (Board will need to contribute \$9757.70 to cover full costs)

Option 2

270 (students) x \$90 = \$24,300

30 (staff) x \$50 = \$1500



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TOTAL INCOME = \$25,800 (Board will need to contribute \$8407.70 to cover full costs)

Option 3

270 (students) x \$95 = \$25,650

30 (staff) x \$50 = \$1500

TOTAL INCOME = \$27,150 (Board will need to contribute \$7057.7 to cover full costs)

Request the Board subsidise the Ball with recommendation to opt for option 1, at a cost of \$9757.70 calculated on estimated numbers attending.

Moved Richard Thornton / Seconded Pete Jones

CARRIED

That the Board agree to contribute up to \$10,000 towards ball costs subject to the review of the student numbers interested in attending

9.4 Resolution for grants:

9.4.1 NZ Community Trust – to purchase Laser Cutter \$16,879.40

9.4.2 Trillian Trust – to purchase Waka Ergometer \$5,490.87

9.4.3 Grassroots Trust – to purchase a Rogue Reaper 1325 CNC Router with Vacuum bed \$29,728

Moved Leanne Gibson / Seconded Velma Siteine

CARRIED

That the Board approve the above grants resolution

Ryan King left the meeting

10. PERSONNEL (including in committee)

Moved Richard Thornton / Second John Ikinpe

Moved into in-committee at 6:52pm

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 Richard Thornton/Second John Ikinpe

Moved out of in-committee at 7.06pm

CARRIED

That the board move out of in-committee

Meeting concluded at 7.06pm

Future Board Meeting Dates:

Finance Meeting – Thursday 24 August 2023, 7:30am

Board Meeting – Monday 28 August 2023, 5:00pm

CHAIRPERSON

DATE

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