



Manurewa High School
Board of Trustees Meeting
..., 5:00pm
Monday 25 March 2024

Meeting Minutes

Present: Talia Brown– *chair*
Talia Brown, John Ikinupe, Pete Jones, Ryan King, Taniara Lavea, Laina Mana’o, Jacinta Taliauli, Richard Thornton, Michael Trevelyan
Board Secretary – Manaia Lauulu

In attendance: Meletonga Konousi & Mone Vuna

Absent: Penina Ifopo

Opening Karakia

1. APOLOGIES:

No apologies received

2. CONFLICTS OF INTEREST:

None currently

3. SPECIAL GOVERNANCE TOPICS:

3.1 Phones away for the day government mandate – draft policy to be confirmed by the Board and implemented Term 2 2024

Discussion held

Moved Pete Jones/ second Michael Trevelyan

CARRIED

That the draft policy is ratified by the Board to be implemented Term 2 2024 with the inclusion of the 10mins during phone zone time and staff modelling expectations

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING held 6 March 2024 & 19 February 2024

Matters Arising:

Moved Talia Brown/ Second Michael Trevelyan

CARRIED

That the minutes and public excluded minutes of the previous meeting held 6 March 2024, 19 February 2024, having been distributed, are approved

5. CORRESPONDENCE

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

Moved Talia Brown/ Second Richard Thornton

CARRIED

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

Matters arising:

NZSBA 34th Annual conference 6th -9th June 2024 – attendees & registration to be confirmed by 1st April 2024.

6. REPORTS:

6.1 Principal’s Report

Tabled / questions on discussion points



**Manurewa High School
Board of Trustees Meeting
..., 5:00pm
Monday 25 March 2024**

Final version of Strategic Plan is uploaded in the TEAMS folder – it is interactive and easier for our Whanau to navigate. Click links for all aspects including NELPs (recommendation of hot linking the reports on the agenda)
Recommend looking at #links

Moved Pete Jones/ Second Richard Thornton

CARRIED

That the Principal's report is accepted

6.2 Finance Report

Recommendations from the Board Finance Committee, meeting held 21 March 2024

- The 2023 Draft annual report has been completed under the new reporting disclosure and is ready for audit. We have scheduled an audit visit on the 1st and 2nd of April.
- The Finance Committee engaged in an extensive discussion focused on the school's planned future projects, especially the further development of the 10-year property plan. We also deliberated on how to get maximum return from the school's financial reserve to ensure the effective deployment of resources. Conversation covered various aspects of planning and execution, with an emphasis on maximizing the term deposit interest to benefit the school.
- Over the past three years School and grant coordinator have demonstrated remarkable success in securing grants. Out of 32 grant applications submitted, only 9 declined, reflecting a high approval rate. This success has culminated in the acquisition of grant totalling \$652,000 since 2019.

Moved Richard Thornton/ Second John Ikinpe

CARRIED

That the recommendations above from the Board Finance Committee meeting held ... 21/3/2024, are approved and the finance report is accepted

Matters arising:

That the Board approve applications to the following trusts:

Rano Community Trust	To purchase a drone (\$5,376.52), 3D Printer (\$1,423.49) and a freezer (\$1,446.26) = \$8,246.27
Four Winds Foundation	To hire buses to attend sports events and competitions during 2024 \$73,400
Pub Charity Ltd	For three terms of boxing classes \$24,300
New Zealand Community Trust	To purchase two Waka Ama with trailers \$52,513.03

Moved Richard Thornton / Second John Ikinpe

CARRIED

6.3 Business Academy

Tabled / questions on discussion points

- Highlights – work of Levi in the Maara hangi
- Quin Robson – delivering classes in Makerspace
- Visits from Papakura High School, Hawaii, PTECH UK
- Work being done in the Waananga space

That the Business Academy Report is accepted

Moved Michael Trevelyan / Second Laina Mana'o

CARRIED

6.4 Health & Safety – no report

6.5 Student Report

- Discussion re: le Faitanga; follow up on the item from last year.
- Discussion re: implement the le Faitanga with the MHS branding; continued discussion re: the shirt fabric and patterns; where are we at and where are we going to get to.



**Manurewa High School
Board of Trustees Meeting
..., 5:00pm
Monday 25 March 2024**

Recommendation: that the le Faitanga (both girls and boys) is approved as an additional item to our current school uniform

**Moved Pete Jones / second Michael Trevelyan
6.6 Staff Report – no report**

CARRIED

7. POLICIES FOR REVIEW:

- 7.1 Te Tiriti o Waitangi (board) (reviewed by Laina Mana'o)
- 7.2 Board Responsibility (board) (reviewed by Richard Thornton)
- 7.3 Parent Involvement (reviewed by Jacinta Taliauli)
- 7.4 Communicating with Parents (Jacinta Taliauli)

8. TRIPS:

- 8.1 Jam Leadership Camp (15-17 April 2024; Waharau)
- 8.2 Senior HPS Waharau Camp (8-10th April 2024; Waharau)
- 8.3 Whanau Leaders (4,5,6th April 2024; Waharau)
- 8.4 Production Camp (3-5th June 2024, Chosen Valley)
- 8.5 TRF Term 1 (15th-19th April, Ngāruawāhia) (The Rising Foundation)

That the above trips are granted approval

Moved Richard Thornton/ Second Michael Trevelyan

CARRIED

9. GENERAL BUSINESS

- 9.1 International Student programme recommendation
Lyn Mulcahy presented the report to the BOT
Report has been added to TEAMS folder

Recommendation to close the International Student programme at the end of 2025

Motion to accept the recommendation with Pete's support

Moved Richard Thornton / second Laina Mana'o

CARRIED

Ryan King left the meeting

10. PERSONNEL (including in committee)

Moved T Brown / Second L Mana'o

Moved into in-committee at 6.47 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



**Manurewa High School
Board of Trustees Meeting
..., 5:00pm
Monday 25 March 2024**

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 T Brown / Second L Mana’o

Moved out of in-committee at 7.08 pm

That the board move out of in-committee

Meeting Actions:

Agenda Item	Action	Who	Due	Status

Meeting concluded at 7.10 pm

Future Board Meeting Dates:

Finance Committee Meeting – 25 April 2024– 7.30am

Board meeting – 29 April 2024- 5pm

CHAIRPERSON

DATE

.....

.....