



Manurewa High School
Board of Trustees Meeting
..., 5:00pm
Monday 30th September 2024

Meeting Minutes

Present: Talia Brown– *Presiding Member*
Talia Brown, Donna Cowley, Penina Ifopo, John Ikinpe, Pete Jones, Ryan King, Taniara Lavea, Laina Mana’o, Richard Thornton, Michael Trevelyan
Board Secretary – Manaia Lulu

Opening Karakia

Welcome to Arnav Prasad – new Student BOT Representative

Message of thanks from Taniara Lavea -outgoing Student BOT Representative

Introductions to the BOT

1. APOLOGIES:

Taniara Lavea

Ryan King

Michael Trevelyan

Moved Pete/John

That the apologies are accepted

CARRIED

2. CONFLICTS OF INTEREST:

None currently

3. SPECIAL GOVERNANCE TOPICS:

3.1 Student Hauora & Student Support Services Feedback

- Katie Spraggon presented feedback process from our Staff. Next step going to share feedback with our Whaanau.
- Current statistics for our counselling team – where the current caseload is averaging 42 per counsellor and the recommended case load is 25. This is a concern re: managing health & safety and risk management. We are currently advertising for another Counsellor.
- Feedback was also given re: Manurewa High School being a Pilot School for Health Improvement Practitioner (HIP) in schools. This has been a successful model (proof of concept). We are working collaboratively with other schools to apply for funding to have this model continue. We will know the outcome of the application later this year. In terms of youthwork and mentoring we work with several external community groups. This work is both one to one and group focused. Therefore, we believe that the current model of youthwork and mentoring being provided via several external community groups is working well. The need is highlighted strongly in the counselling / social work area.
- Therefore, the recommendation is that we continue to direct funding towards another counsellor / social worker. Further discussion to be held in-committee.

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING held 26 August 2024

Matters Arising:

Special General Meeting 12 October 2024, representative will now be Penina Ifopo.

Moved Richard Thorton/ Donna Cowley

CARRIED



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That the minutes and public excluded minutes of the previous meeting held 26 August 2024, having been distributed, are approved

5. CORRESPONDENCE

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

Moved Donna Cowley / John Ikinpe

CARRIED

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

Note correspondence received from B T Nguyen.

6. REPORTS:

6.1 Principal's Report

Tabled / questions on discussion points

- Proposed changes to School Board objectives
- 2025 Out of Zone enrolments
- Property Update
- Term 3 Data Tracking Meetings / NCEA Progress update
- Operation Piki atu ki te rangi update

Moved Pete Jones/ Penina Ifopo

CARRIED

That the Principal's report is accepted

6.2 Finance Report

Recommendations from the Board Finance Committee, meeting held 26 September 2024.

Approve grant applications to:

- Four Winds Foundation - For Money REALLY Matters programme 2025 - \$39,200
- One Foundation - To install digital sign at school gate - \$46,336

Moved Richard Thornton / John Ikinpe

CARRIED

That the recommendations above from the Board Finance Committee meeting held 26 September 2024, are approved and the finance report is accepted

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 Managing Income and Expenditure (board)

7.2 Financial Conflicts of Interest (board)

7.3 School Donations and Student Activity Payments / Attendance Dues and Other Income

8. TRIPS:



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- 8.1 Te Taitokerau T3 Wk 10 2024- 25-29 September 2024 (final BOT approved via email)
- 8.2 TRF Totara Springs Camp 7/10/2024-11/10/2024 (final BOT approved via email)
- 8.3 O2HPS Pinnacles Tramp 25/9/2024-26/9/2024 (final BOT approved via email)
- 8.4 Term 3 Leadership Waananga 9/10/2024-10/10/2024 (final BOT approved via email)
- 8.5 Basketball Premier Girls Nationals 29/9/2024-6/10/2024 (final BOT approved via email)
- 8.6 Rotorua Girls High School Apex Dance Team Visit to MHS 25/10/2024

Moved Richard Thornton / John Ikinpe
That the above trips are granted approval

CARRIED

9. GENERAL BUSINESS

9.1 [Changes to school board objectives and NELP provisions - Education in New Zealand](#)

Talia will make a submission on behalf of the Board in response to these proposed changes. Individual board members can also make submissions.

9.2 [Education Ministry considers major changes to schools' legislated goals | RNZ News](#)

9.3 Meet the Ministers Webinars and other opportunities via Learning Events NZSTA

9.4 Draft Terms of Reference for Pacific Advisory Group (PAG) MHS

This document was drafted in response to the queries put forward by community members approached to consider joining the Pacific Advisory Group. Concerns raised by Penina that this was not a culturally responsive approach to creating terms of reference – that it should be created with the Pacific Advisory Group.

It was highlighted that this was a document drafted with the understanding that it can be workshopped with the Pacific community and addressed some of the questions raised by members of the community who asked about what the terms were.

Action: that the draft document is accepted in principle to be further workshopped with the community

Moved Talia Brown / John Ikinpe

CARRIED

That the remuneration stipend be referred to the Finance Sub-committee for approval.
Agreed to by all

10. PERSONNEL (including in committee)

Moved Talia Brown/ Donna Cowley

Moved into in-committee at 6.59 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 Talia Brown /John Ikinpe

Moved out of in-committee at 7.14 pm

CARRIED

That the board move out of in-committee



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Meeting Actions:

Agenda Item	Action	Who	Due	Status
9.4	Draft Terms of Reference for Pacific Advisory Group (PAG) MHS be further workshopped	Board		

Meeting concluded at 7.14 pm

Future Board Meeting Dates:

Finance Meeting – Thursday 31st October 2024, 7:30am

Board Meeting – Monday 4th November 2024, 5:00pm

CHAIRPERSON

DATE

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