



Manurewa High School

Board of Trustees Meeting
Board Meeting Room, 5:00pm
Monday 26 May 2014

MINUTES

Present: Steve Smith – *chair*
Stuart King, Fale Lesa, Apaula Fruean-Lautua, Sonia Tomlins, John Hynds,
Hayley Ngo, Daniel Wilson, Saubree Edinberry, Julie Lockie, Pete Jones

In attendance: Sarah Davies – *minutes*

1. APOLOGIES:

Salvi Gargiulo

Moved S King/S Tomlins

CARRIED

That the apology is accepted

Martin McAllen, Deputy Principal presented to the Board with an update on three Literacy initiatives with an outline as tabled.

2. CONFLICTS OF INTEREST:

None at this time

3. CONSENT AGENDA:

3.1 MINUTES OF PREVIOUS MEETING – 5 May 2014

Matters Arising: Nil

3.2 CORRESPONDENCE

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

3.3 FINANCE REPORT

Matters Arising:

Still working with auditors on annual accounts

Profit and Loss queries from Stuart King

1. Donations increase, why a large increase?

Prime Minister's Award prize money

2. Extra-curricular, high variance

Julie to check and get back to Stuart and the Board

3. Trading expenditure, why the increase?

Now includes the Café, including set up costs

All agreed that the new format of the finance report is working well as it shows the variance.

Moved S King/S Edinberry

CARRIED

That the reports listed on the meeting agenda under the Consent Agenda are adopted.

4. REPORTS:

4.1 PRINCIPAL'S REPORT

Acting Principal's report tabled. Daniel Wilson discussed the initiatives that SLT are working on with an update on the progress year to date as documented in his report. Daniel and Pete Jones are attending a Ministry Trades Academy Lead Provider Workshop tomorrow in Wellington.

Moved D Wilson/S Tomlins

That the Principal's report is accepted

CARRIED

4.2 STAFF REPORT - Nil

4.3 STUDENT REPORT - Nil

4.4 DISCIPLINE REPORT

Pete Jones reported that in studying recent stand downs he has established that the reasons are made up of drugs/alcohol amounting to 1/3, relationship issues between student's amount to 1/3 and the balance made up of student/staff relationship breakdown.

Pete and Student Support Services are investigating a programme that sees students on stand down complete community work eg; Manukau Beautification programme. He will keep the Board informed on the outcome of the research.

4.5 BUSINESS ACADEMY

John Hynds reports that a meeting was held with Daniel, Dr Cam Calder, National Party List MP and himself to discuss the Business Academy proposal and the possibility for Cam to have an influence on the Prime Minister to visit the school to discuss the project or to open the Building upon completion. Daniel is currently writing a letter to Cam Calder on behalf of Salvi and the Hynds, outlining the Business Academy proposal. He will email a copy to the Board.

5. SPECIAL OR GOVERNANCE TOPICS:

5.1 Clayton Park Proposal

Proposal as emailed to the Board. In consultation with James Cook High School, Daniel has written a draft reply to Raymond Webb at the Ministry of Education rejecting the proposal. Daniel to finalise the draft and send to Chairperson for final approval in advance of deadline of 11 June 2014.

6. PERSONNEL REPORT

Moved S Smith/S King

Moved into in-committee at 6:06pm

CARRIED

That the public be excluded from the following part of the proceedings of this meeting, namely personnel 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 resignations were discussed whilst the public was excluded.

Moved S Smith/S King

Moved out of in-committee at 6:12pm

CARRIED

That the board move out of in-committee

7. PROPERTY UPDATE

7.1 Whare

The school has been appointed another Ministry liaison person. Daniel and Julie met with him last week. Whare development progressing well.

8. GENERAL BUSINESS

8.1 Appointment of Delegate for NZSTA AGM

Steve Smith nominated and accepted

8.2 Homai Primary – Fence

Letter received from Homai Primary School Board of Trustees Chairperson raising concerns about the behaviour of our students using Homai School as a cut through to exit Manurewa High School. Lack of fence between both schools has become of concern to both the school management and family of the Primary School and the Board feel that the issue has become a hazard to their younger vulnerable students. Letter includes proposal to share cost of erecting a fence on the boundary. Daniel and Julie will schedule a meeting with the Chairperson and Principal to discuss their concerns and the fence proposal.

Trips

1. **03GEO – Rotorua 6/8/14 – 8/8/14 – preliminary approval**
2. **02PED – Waharau – 17/6/14 – 20/6/14 – Final approval**
3. **02 History – Tauranga – 16/6/14–17/6/14 – Final approval subject to finance**
4. **Duke of Edinburgh – Waiheke Island – 12/6/14–13/6/14 – Final approval**
5. **Duke of Edinburgh – Waiheke Island – 26/6/14 – 27/6/14 – Final approval**
6. **River Crossing & Survival – Waitawheta – 11/6/14–13/6/14 – Final approval.** Footnote added to the form by Sarah Reynolds advising that the original instructor, as approved in the preliminary approval has been changed. Steve has requested that the qualifications of the new instructor are checked by the school and deemed in order before he will provide final sign off. Daniel’s recommendation is that as the ratios are on the limit he suggests that another staff member is included on the trip and suggests Josh Alton. Pete Jones to follow up.

Moved F Lesa/S Edinberry

That the above trips are approved as noted above

Feedback from Steve Smith following his attendance at a recent trustees’ workshop day at Hobsonville Point School. One of the presenters discussed engaging Pasifika families through establishing a homework centre that then evolved into a Parents Centre with a noted improvement in connection between school and families.

Lisa Rogers – Deputy Secretary of Evidence Data of Knowledge from the Ministry spoke on data that the Ministry have compiled and sent to school boards. The Ministry would like this data to be a discussion point with Boards.

Meeting concluded at 6:52pm

Next Board Meeting Date: 30 June 2014

CHAIRPERSON

DATE

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