

MINUTES OF THE MAHURANGI COLLEGE BOARD OF TRUSTEES

Meeting held on 2 August 2021 in the Main Staffroom at 6:10 pm

TRUSTEES PRESENT: Dean Iversen (Chairman), Jason Neely (Deputy Chairman) (6:22pm), Tony Giles (Principal), Ihi Heke, Rachel O'Malley, Peter Meafou, Nyree Norrington and Rachel McGuire

ALSO PRESENT: Catherine Wynne (Deputy Principal), Carla Strachan (Secretary), Keith Tennant (Deputy Principal) (6:12–6:50pm), Andrew Mount (6:12–6:50pm), Burnette O'Connor (6:12–6:50pm) Members from the Public (6:00 – 6:23pm)

Ihi and Dean welcomed the visitors to the meeting.

Parent, Glen Crofsky, presented to the Board his views on the COVID vaccine and his requirements for his children, who are students at the school. He requested a response to a questionnaire.
The group left at 6:23 pm.

Some of the Board members were appalled at what they considered to be an aggressive and intimidating manner in which Glen Crofsky presented his views and agreed that, in future, the content of any material to be presented will be required in writing prior to the meeting. Any further requests for speaking rights will be carefully considered.

TABULATED ACTION POINTS ARISING FROM THE MEETING

Start Date	Subject	AP Holders
Jun	Rachel McGuire and Rachel O'Malley will meet to discuss options for shade/shelters, suppliers and potential cost.	R McG
Aug	Obtain estimate of costs for consents from Greg Sayers. Resource and Building consents to be applied for.	KT
Aug	BoardPro to be trialled for the next Board meeting	JN/CS

HOTEOWERO

Keith Tennant introduced Burnette O'Connor, who gave an update of the consent process and the timing thereof. Applications for a Certificate of Acceptance for the existing buildings for insurance purposes and Resource and Building Consents for the new buildings will be submitted and advised that an estimate of costs for the consents should be obtained from Greg Sayers to prevent any blow-out of costs.

Dean thanked Burnette for the update and for guiding the team.

Burnette, Keith and Andrew left at 6:50 pm

STRATEGIC PLAN:

ARTS FACULTY

Nyree presented the goals, philosophy, successes and future direction of the Arts faculty. She highlighted the vision and academic successes of the faculty with special reference to the 2021 introduction of a successful Y10 Maori/Pasifika Arts course. In 2022 a Y10 Performance Technology course will be introduced, which will replace Drama and introduce Makeup.

MINUTES OF LAST MEETING

- Moved that the previously circulated minutes of the meeting of 14 June 2021 be approved as a true record of the meeting.

R O'Malley/T Giles – carried

DECLARATIONS OF CONFLICT OF INTEREST

- Dean Iversen is in publishing, mainly literacy for students.
- Ihi Heke is on the supply panel for the Ministry of Education, mainly for Maori.

All of these are ongoing declarations of intent for future meetings.

MATTERS ARISING FROM THE MINUTES

These were discussed under the various headings.

PRINCIPAL'S REPORT

The Principal's Report was taken as read and Tony noted the following:

NCEA changes were detailed again in the report with an intention to communicate the changes and rationale to parents in the run-up to 2023.

- Our attendance is sitting at 84.2% (previous period was 85.8%) – this included last 2 weeks of Term 2, where there is usually a dip.
- Staffing – resignations received from Charlotte Gipps, Marianne Wullings, Gabe Evans, Anne Taylor and Gill Kearins and appointment of Sally Carwardine, Kim Biggs and Lindsay Dustan.
- Hoteo Project – a further \$210K will be required for a metal road (\$80K) and house for the Camp Director (\$130K). Tony proposed that the \$200K approved for the gym upgrade be reallocated to Hoteo, as there is an allowance in the 5YA for the gym upgrade.

Moved that \$210,000 be approved for a metal driveway and house for the Camp Director. This was approved in principal, however Jason requested a summary of amounts committed from initial \$150K and a full breakdown of projected costs before approval could be granted.

- Culture/behaviour continues to receive focus using centralised detention and golden tickets.
- We have received some good applications for Hospitality and HOF Social Sciences.
- Two new Specialist Classroom Teachers (SCTs) have been appointed, one funded by the school, for support of teachers and mentoring of new and beginning teachers.
- Future School: We will be meeting with the Growth team from MOE on 3 August. So far an initial 9 classroom block (890m² – footprint 445m²) and second stage 12 classroom block have been approved. Tony has requested new ideas for design from staff and the SMT will be visiting a few more schools.
- Propose to turn classroom S3 into a fitness/weights room, as there are change rooms below and plumbing in the classroom. Request an increase of funds from \$80K approved at the last meeting to \$150K to allow for rubber flooring and initial equipment. Rachel will work with Jody to fundraise up to \$100K for second stage equipment.

Moved that a total of \$150,000 be approved for conversion and outfitting of the Spanish classroom (S3) to a fitness/weights room.

T Giles/D Iversen – carried

- Sick days will increase to 10 days per annum.
- SMT will start working on the Strategic Plan, which will be fairly detailed for the first 18 months and fairly broad thereafter.
- Recommend that the Board supports the directed enrolment, as the student is not troublesome and the mother has been placed in a safe residence.

Moved that the Principal's Report be accepted.

T Giles/I Heke - carried

HEALTH & SAFETY (included in Principal's Report)

The H&S committee continues to meet three times a term.

- Autex carpet has been installed on Z & J Block decks to minimize slipping.
- 556 individuals have signed the petition for traffic lights on Woodcocks Road and Tony will forward the signatures and comments to OneMahurangi Business Association to take up the fight.

FINANCE

The Financial Statements and Executive Officer's Report for June 2021 were accepted, reflecting a YTD deficit of \$33,656 against a budgeted deficit of \$431,211. The committee believes that there will be about \$100K reduction of the budgeted deficit by year end.

Moved that the following be approved:

- May 2021 month's creditors of \$376,009.86 be approved for payment
- June 2021 month's creditors of \$257,607.08 be approved for payment
- Payments for May 2021 totalling \$599,343.29 be approved (Payroll = \$180,772; IRD = \$127,341)
- Payments for June 2021 totalling \$1,136,415.27 be approved (Payroll = \$111,750; TD = 450,000)
- The Bank reconciliation for the month ended 31/05/2021 be signed as correct.
- The Bank reconciliation for the month ended 30/06/2021 be signed as correct.

J Neely/D Iversen – carried

PROPERTY

Dean presented the Property Report:

- 5YA – met with the architect and project manager to discuss the following projects:
 - Gym foyer, office and change rooms upgrades and heating for the old gym
 - R Block resource room upgrade, ceiling & wall treatments replacement and membrane on ground for damp protection
 - K Block chemical store extension including upgrade of preparation area
 - Drama change rooms upgrade and makeup bench with lighted mirror
- The LSC Building plans have been provided to Dylan from Maynard Marks to complete project paperwork and advertise on GETS.
- SIP Field Drainage – contract for turf engineer has been signed for drainage of the extended rugby field, which will include an artificial cricket pitch.

STUDENT TRUSTEE

Rachel O'Malley and Rachel McGuire will meet to discuss shelter options.

IN COMMITTEE

The public is excluded from each matter to be discussed in committee under:

The Local Government Official Information and Meetings Act 1987 (and amendments):
Section 48.1 (a) "That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist"; &

The Official Information Act 1982:

Section 7.2 (a) "To protect the privacy of natural persons"; or

Section 7.2 (f) "To maintain the effective conduct of public affairs through:

the free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom Section 2.5 of this Act applies, in the course of their duty;

the protection of such members, officers, employees and persons from improper pressure or harassment; or

Section 7.2 (i) “To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

The specific grounds under these acts for the passing of this resolution are as follows:

General subject of each matter to be considered:	Reason for passing this resolution in relation to each matter:	Ground(s) under section 48.1 for the passing of this resolution:
Minutes of previous meeting held while “in-committee”	Section 7.2 (f) & (l)	Section 48.1 (a) (ii)
Suspensions and Stand-downs	Section 7.2 (a)	Section 48.1 (a) (ii)
Staff disciplinary matters	Section 7.2 (a) & (f)	Section 48.1 (a) (ii)
Principal’s confidential report	Section 7.2 (a), (f) or (i)	Section 48.1 (a) (ii)
Correspondence	Section 7.2 (a), (f) or (i)	Section 48.1 (a) (ii)
Co-options	Section 7.2 (f)	Section 48.1 (a) (ii)
Other matters members need to discuss while in-committee	Section 7.2 (a), (f) or (i)	Section 48.1 (a) (ii)

Moved that the meeting go into Committee at 8:15 pm.

N Norrington/T Giles - carried

The meeting came out of Committee at 8:19 pm.

CORRESPONDENCE

Inwards & Outwards correspondence was presented.

Moved that inwards correspondence be received and outwards correspondence be approved.

I Heke/N Norrington – carried

Trips

The following trips were approved:

- 28-30/06/2021 Te Taitokerau Nga Manu Korero Regionals - Panguru (**RATIFY**)
- 5-9/07/2021 International Student Trip- Wellington
- 24-25/08/2021 Dance Nzmade Interschool Auckland Regional Competition
- 29/08-3/09/2021 Winter Tournament Week - Girls Football - Whenuapai & Muriwai
- 29/08-3/09/2021 Winter Tournament Week - Girls Hockey - Hamilton
- 29/08-3/09/2021 Winter Tournament Week - Boys Hockey - Hamilton
- 29/08-3/09/2021 Winter Tournament Week - Boys Football - Whangarei
- 28-31/08/2021 UWH National Champs Juniors - Tauranga
- 27-31/08/2021 UWH National Champs Seniors - Tauranga
- 5-10/09/2021 AIMS Games Tournament - Tauranga
- 30/01-3/02/2022 Y13 Great Barrier Island Camp - Preliminary Approval
- 29/08-3/09/2021 Winter Tournament Week - Netball Girls - Howick & Pakuranga
- 1-3/09/2021 Rugby 1st XV Waikato/Bay of Plenty Tour

I Heke/P Meafou – carried

Staff:

The following were approved by the Board of Trustees:

- 24/06/2021 Resignation: Charlotte Gipps (HOF Social Studies) effective 22 August 2021
- 24/06/2021 Resignation: Marianne Wullings (Social Sciences) effective 22 August 2021
- 29/06/2021 Resignation: Sue O’Reilly (PA to SMT) effective 9 July 2021
- 30/06/2021 Resignation: Anne Taylor (Junior) effective 27 January 2022
- 30/06/2021 Resignation: Gill Kearins (PE & on maternity leave) effective immediately
- 1/07/2021 Resignation: Vaughan Goldsbury (Music)
- 1/07/2021 Resignation: Gabe Evans (Hospitality) effective 27 January 2022

- 18-30/10/21 LWOP: Danielle Turrell – family gathering (father 65th birthday)
- 1/07/2021 Lisa Bisstett requested a \$25 per person contribution from the Board for the Year End lunch - approved

D Iversen/R O'Malley - carried

Other:

There was no other correspondence.

Grant Requests:

There were no grant requests.

GENERAL BUSINESS

Jason proposed that we trial BoardPro, which he has used for Board meetings and believes it will save a great deal of administrative time, while keeping all relevant documentation and minutes in one place. The cost would be approximately \$2,000 per annum for Board meetings and \$600 for each sub-committee.

NEXT MEETING

The next meeting will take place at 6:00 pm in the main staff room on 13 September 2021.

There being no further business the Meeting adjourned at 8:30 pm.

Signed as a true and correct record of the Meeting.

CHAIRPERSON

DATE:/...../.....