

MINUTES OF THE MAHURANGI COLLEGE BOARD OF TRUSTEES

Meeting held on 27 July 2020 in the Admin Staffroom at 6:00 pm

TRUSTEES PRESENT: Dean Iversen (Chairman), Jason Neely, David Macleod (Principal), Peter Meafou, Rachel O'Malley, Jowan Nute and Nyree Norrington

APOLOGIES: Ihi Heke (South Island)

ALSO PRESENT: Catherine Wynne (Deputy Principal), Carla Strachan (Secretary)

Dean welcomed all to the meeting.

David informed the Trustees of his intention to retire at the end of the school year, which runs to 27 January 2021 and handed his resignation letter to Dean Iversen. Dean thanked David and expressed his enjoyment of working with David, who has the ability to enthusiastically embrace the many new initiatives over the years. Jason noted that Mark Vincent had complimented David on his ability to manage the school in line with the Strategic Plan. Sub-committee comprising Dean, Jason, Rachel and Nyree to attend to recruitment process.

STRATEGIC PLAN: YEAR 10 TE TATOU WAHI: A1, B1, B2 & D1

Dean, Keith and David met with Andrew Mount from MERC (The Sir Peter Blake Marine Education and Recreation Centre), with the prospect of running the Outdoor Education Experience.

David presented a rough projection of the funds that will be required to get this new initiative off the ground.

Moved that \$150K setup costs and a salary of up to \$80K per annum for 2 years for a Camp Director be approved with the intention that:

- a. the salary to come under \$80K per year
- b. that Andrew Mount be appointed as soon as possible and
- c. that Andrew will investigate fundraising to assist with ongoing costs

J Neely/P Meafou – carried

Dean, David and Keith will meet with the two property owners to ensure use of their land and obtain a signed agreement and, once obtained, then the above will go ahead.

The other camps will be looked at in order to better spread and minimise the financial burden on families.

TABULATED ACTION POINTS ARISING FROM THE MEETING

Start Date	Subject	AP Holders
Jun 20	Jason will draw up comparisons of our final NCEA results against other Decile 7 schools when these results are released	JN
Jun 20	Ihi will provide information on camp funding available from the Cecil Watson Palmer Trust	IH
Jul 20	Dean, David and Keith are to meet with the property owners to obtain written agreement and term for use of their property for Y10 Outdoor experience	DI/DM/KT

Jul 20	David will employ Andrew Mount as Camp Director as soon as possible	DM
Jul 20	Faculty Goals are to be reviewed with a view to making them more aspirational goals that can be measured and aim to have them ready for next Board meeting. CW to look into measurement of the goals.	CW
Jul 20	Jowan will prepare a list of points regarding environmental issues that could be considered during the build of the future school.	JN

MINUTES OF LAST MEETING

Moved that the previously circulated minutes of the meeting of 8 June 2020 be approved as a true record of the meeting.

D Iversen/R O'Malley – 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

Discussed together with matters below.

PRINCIPAL'S REPORT

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

- Work is ongoing for the 20 Year Master Plan together with the Ministry and the Design Review Panel (DRP).
- Dean and David had individual interviews with two ERO reviewers regarding the impact of lockdown, how the staff had managed and ongoing learnings resulting from the lockdown in our school. An email from ERO was attached.
- Faculty review meetings took place and reports are available in Carla's office. David included summaries of the meetings. The Board requested that the goals be reviewed so they can be presented as aspirational goals that can be measured. Aim to have these ready for the next Board meeting.
- Forest Restoration – Dean, David and Colin met with the local board regarding a 10+10 Licence to occupy the reserves. The local board is supportive, but needs to put the matter out for community consultation.
- The Athletics and Swimming championship results were attached. Winter sports resumed on 15 June and the First XV rugby team won back the Murray Jones Shield from Orewa College 25 – 15.

Moved that the Principal's Report be accepted.

D Macleod/D Iversen - carried

FINANCE

The Board approved post 2019 write off of Fixed Assets prior to transferring the Fixed Asset Register to Xero:

Equipment \$135,411.90 (FA 4258 resulting in net loss of \$3,781.17)

Stocks Materials: \$10,000

Minor Equipment: \$24,606.01

Furniture: \$69,746.60

Fixed Assets 7672 and 7895 were revalued with a resultant increase to Accumulated Depreciation of \$1,039.88 and \$259.65 respectively.

Detailed list signed by Chairman, Dean Iversen.

J Neely/P Meafou - carried

Moved that the following creditors and payments be approved:

- Payable Invoices from June 2020 to July 2020 totalling \$1,003,060.62 (including TNG invoices)
- Accounts Payable at 31 July 2020 totalling \$221,882.43
- The Bank reconciliations from June 2020 and July 2020

J Neely/N Norrington – carried

The 20 Year Master Plan now has 3 options which will be further developed then presented to the Investment Bureau (IB).

Field Drainage Project:

Moved that the Board will contribute up to \$100,000 towards the cost of Field Drainage and Irrigation for both fields over and above the SIP Funding of \$400,000. This project has been put on hold until the 20 Year Master Plan has been finalised, as it is possible that the soccer field could be moved.

J Neely/N Norrington – carried

The draft 10 Year Property Plan was approved.

D Iversen/R O'Malley – carried

PROPERTY

The Z Block landscaping is under way.

Ministry approval for the college to fund a living classroom and to occupy the adjacent reserves has been received, provided the Board's contribution to this project does not exceed \$30,000.

STUDENT TRUSTEE

Jowan noted his interest in Climate Change and had written a letter to the government. He would like to start a new initiative to address environmental concerns at the college. He wondered whether the 20 Year Master Plan could include points that could be considered as we build. Dean asked him to prepare a list of points to consider.

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:
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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 7:54 pm.
D Iversen/R O'Malley - carried

The meeting came out of Committee at 8:07 pm.

CORRESPONDENCE

Inwards & Outwards correspondence was presented.

Moved that inwards correspondence be received and outwards correspondence be approved.
J Neely/N Norrington – carried

Trips

There were no trips to approve.

Staff:

The following were approved by the Board of Trustees:

- 22/06/2020 Mark Haining – Board agreed to a policy to not allow dogs on school property
 - 2/07/2020 Kelly Kennard-Gill – Maternity leave from start 2021 - approved
 - 23/07/2020 Jeanette Cornege-Dill – Resignation to retire end 2020 – accepted with regret Long Service Leave to be paid out (not taken, due to travel restrictions)
 - 24/06/2020 Lisa Bissett - \$20/person Board contribution for Year End lunch - approved
- J Neely/N Norrington – carried*

Other:

- NZEI notification of Paid Union meeting noted
- D Iversen/J Neely – carried*

GENERAL BUSINESS


There was no further business to discuss.

NEXT MEETINGS

The next meeting will possibly take place at 6:00 pm on 31 August 2020 (TBC)

There being no further business the Meeting adjourned at 8:15 pm.

Signed as a true and correct record of the Meeting.

CHAIRPERSON


DATE: 31/08/2020