

# MINUTES OF THE MAHURANGI COLLEGE BOARD OF TRUSTEES

Meeting held on 31 August 2020 in the Admin Staffroom at 6:00 pm

**TRUSTEES PRESENT:** Dean Iversen (Chairman), Jason Neely, David Macleod (Principal), Peter Meafou, Ihi Heke, Jowan Nute and Nyree Norrington

**APOLOGIES:** Rachel O'Malley

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

Dean welcomed all to the meeting.

## STRATEGIC PLAN: HOTEQ CHALLENGE AND LIVING CLASSROOMS

- David advised that Andrew Mount has been appointed for 4 days a week to set up and run the programme. It is hoped that a select group of interested students in Y10 will take part in Term 4. We expect that in 2021 up to 4 groups will take part in the experience and that by 2022 approximately 80% of Y10's will take part.
- Ihi will meet with Andrew to look into obtaining funding from Cecil Watson Palmer Trust to support students who may not be able to afford the fees.
- Dean will meet with the two farmers, Wayne Mason and Steve Dill to obtain agreement for use of their properties.
- It is hoped that Year 9s will, within the rotation of options, be able to cross the river and help to regenerate the bush.
- Our plan is also that each Year 7 class will "own" a piece of land to look after, which will help them connect who we are and the environment and would fit within the Wellbeing Wheel. This would be an ideal opportunity for the new Year 7s to understand who we are and what is expected of them.

## 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 - these results have not yet been released	JN
Jul 20	Faculty goals are to be aspirational/inspirational/innovative and to be completed by the end of the year together with the Annual Plan	SMT
Aug 20	Soup lunch for staff where BOT member/s will advise staff that their efforts are much appreciated.	BOT
Aug 20	BOT to present to staff on Tuesday, 8 September 2020, on progress with David's replacement and invite questions.	BOT
Aug 20	LSC building drawing to be sent to Matt Adams for plan and scope so that we can advertise on GETS.	CS/MA

## MINUTES OF LAST MEETING

Moved that the previously circulated minutes of the meeting of 27 July 2020 be approved as a true record of the meeting.

*D Iversen/P Meafou – 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:

- The second lockdown has been harder, as the emotional impact appears to be greater and engagement with online learning has dropped from 84% to 68%. Many in-school NCEA assessments have been abbreviated and teachers have had to apply slightly different criteria to take into account the impact of COVID.
- Lockdown has created a great deal of work for teachers. A suggestion that a soup lunch be provided for staff and member/s of the Board to pop in to let staff know that their efforts are much appreciated.
- The Hoteo Challenge was discussed under Strategic Plan.
- 20 Year Growth Plan – presentation of the three options has been delayed due to COVID.
- The "Not Even Once" P project was shared with Y11 classes in conjunction with Springboard and the local police.
- The School ball has been postponed to 7 November and the Hauraki Exchange and Dance Extravaganza have been cancelled, due to COVID.
- Y9/10 parent interviews have been cancelled and Y11-13 interviews have moved to week 9 and spread over two nights to reduce numbers – only possible if we return to L1.
- Our senior ePro8 teams again performed well in the North Harbour championship.
- There are a few vacancies for 2021.

Moved that the Principal's Report be accepted.

*D Macleod/D Iversen - carried*

## FINANCE

The Financial Statements and EO Report were accepted. Carla is to enlist the help of The School Office to provide reports that meet our requirements.

Moved that the following creditors and payments be approved:

- Payable Invoices for July 2020 totalling \$277,153.75
- The Bank reconciliations for July 2020

*J Neely/N Norrington – carried*

Recommended that Alistair Elder be appointed permanently as International Director and that he is to cut back on staff costs for 2021 in order to run the year as leanly as possible.

*D Macleod/J Neely – carried*

Jason noted that he would like to review the International Department next year and work on a more detailed plan going forward.

## PROPERTY

The Z Block landscaping was finished during lockdown and looks lovely.

The Future School/20 Year Growth Plan has been delayed due to COVID. Of the three options to date that will be presented to the Investment Bureau, we would be happy with only one of the designs.

The Field Drainage project, which will be paid for with SIPS funding, has been delayed, as it will need to be scoped by an engineer then placed on GETS. We are also unsure whether the 20 Year Master Plan will require relocation of the soccer field, which would further delay the project. We may need to request an extension from the Ministry. PE staff are to be notified of the delay.

The Drama room has been repainted, the carpet will be replaced, Autex wall lining will be fitted and the velvet curtains will be cleaned.

LSC building – Gaynor’s drawing is to be sent to Matt Adams so that he can draw up the plan and scope so that it can be advertised on GETS.

**STUDENT TRUSTEE**

Jowan had submitted his report to the other Trustees to which he had received comment. He will make some alterations/additions and submit to the Board for their next meeting. Jowan will email a copy of the report to Carla for the Board file.

**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 7:36 pm.  
*D Iversen/R O’Malley - carried*

The meeting came out of Committee at 7:54 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 following trips were approved:

- 10-13/12/2020 NZ Secondary Schools Touch National Championship in Rotorua – approved
- 31/01-4/02/2021 Year 13 Great Barrier Island Camp – preliminary approval granted

Ihi noted that he will work with Keith Tennant to upgrade the EOTC forms and stated that the main areas of concern are height, speed and water.

## Staff:

The following were approved by the Board of Trustees:

- 29/07/2020 Chris Welch – Resignation effective 9 October 2020 – accepted with regret
  - 2/08/2020 Gill Kearins – Extend maternity leave to end school year 2021 - approved
  - 27/08/2020 Marianne Wullings – LWOP 31/08/2020 – end of school year 2020 - approved
- I Heke/J Neely – carried*

## Other:

- David Sakey – Kowhai Amateur Swim Club requested a reduction in fees, due to COVID.  
Recommend that for 10 weeks the fee will be reduced by 50%  
*J Neely/D Iversen – carried*
- 17/08/2020 Beth Houlbrooke – appreciation for students planting Te Whau Walkway
- 1/08/2020 Auckland Council: Public Notice for Proposal to grant non-exclusive licence to Mahurangi College Board of Trustees for View Rd and part Falls Rd, Esplanade Reserve, Warkworth – noted

## GENERAL BUSINESS

David's Replacement: an advertisement will be placed in the Gazette. On Tuesday, 8 September, the Board will present to staff on what has been happening and enable questions from staff.

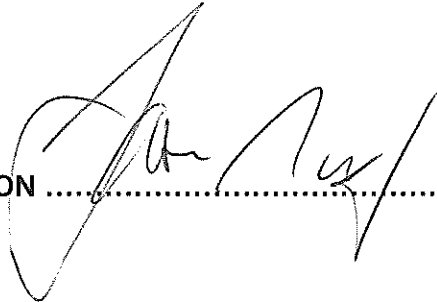
## NEXT MEETINGS

The next meeting will possibly take place at 6:00 pm on 21 September 2020 (TBC)

There being no further business the Meeting adjourned at 8:20 pm.

Signed as a true and correct record of the Meeting.

CHAIRPERSON .....



DATE: 21/09/2020 .....