

MINUTES OF THE MAHURANGI COLLEGE BOARD OF TRUSTEES

Meeting held on 14 December 2020 in the Admin Staffroom at 6:00 pm

TRUSTEES PRESENT: Dean Iversen (Chairman) (6:32pm), Jason Neely (Deputy Chairman), Ihi Heke, David Macleod (Principal), Rachel O'Malley, Peter Meafou (6:37pm) and Nyree Norrington

APOLOGIES: Rachel McGuire

ALSO PRESENT: Jon Blyth (Deputy Principal), Carla Strachan (Secretary)

DAVID FAREWELL

Ihi invited members to say a few words about David. Lovely word of experiences and accolades for the job David has done and the effect he has had on staff, students and the wider community. David responded with his total enjoyment of his job and the bitter sweet feeling of leaving, but is excited for the next phase. He commented on each Trustee and how much he has appreciated them.

STRATEGIC PLAN: YEAR 10 HOTEQ CHALLENGE

David will respond to Keith's letter on behalf of the Board.

20 YEAR GROWTH PLAN

The Ministry of Education in Auckland have resisted meeting with the Board. David suggested that members of the Board, Head Prefects and Tony should fly to Wellington to meet with the Minister of Education, Hon Chris Hipkins. Tracey Martin has offered to assist with setting up the meeting. David will draw up a timeline for the Board on what has happened so that the Board and SMT are fully informed.

STRATEGIC PLAN 2021

The Board and Tony will work with Mark Vincent via zoom meeting to prepare the next plan.

TABULATED ACTION POINTS ARISING FROM THE MEETING

Start Date	Subject	AP Holders
Nov	Strategy to be developed to utilise some of the reserves including a deliberate operational budget deficit and capital projects	BOT
Dec	David will respond to Keith and Andrew on behalf of the Board	DM
Dec	David to approach Tracey Martin to arrange a meeting with Hon Chris Hipkins	DM
Dec	Mark to obtain quotes for a basketball court next to hockey turf. Jon will obtain the rings and backing boards on sale by Omaha Ratepayers Association – purchase preapproved	MH/JB
Dec	SMT to respond to Chris Penk (MP) – to meet to discuss challenges and successes	SMT

MINUTES OF LAST MEETING

Moved that the previously circulated minutes of the meeting of 2 November 2020 be approved as a true record of the meeting.

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 David noted the following:

- Our eVelocity team did extremely well this year again, winning 8 out of 8 Auckland awards and 3 national awards
- The Tiny House will be going on auction on 17 December
- Our Mixed Touch team did very well, making it to the national finals and losing by one point
- We are currently fully staffed for 2021
- We are anticipating a \$95K surplus this year
- David handed out the Analysis of Variance Report 2020 to each member

Moved that the Principal's Report be accepted.

D Macleod/D Iversen - carried

FINANCE

The Financial Statement at 30 November 2020 were accepted reflecting a YTD profit of \$299,917. Forecast savings of \$318K that we will reduce the budgeted deficit of \$222K to a surplus of \$96K. This is partly due to \$156K received in 2020 that will be spent in 2021, mainly COVID funding paid too late and effect only felt in 2021, as for International Students.

Moved that the \$156K be approved for expenditure from reserves in 2021.

Also approved that any surplus in Special Needs/Learning Support may be spent in 2021, as a great deal of effort was spent applying for additional funding, which was not spent, due to uncertainty of TAPEC payout and COVID.

Moved that:

- Financial Statements for November 2020 as presented be approved
- Payable Accounts Payable for October 2020 totalling \$269,237.56 be approved
- The Bank reconciliation for October 2020 be approved
- Payable Accounts Payable for November 2020 totalling \$342,520.83 be approved
- The Bank reconciliation for November 2020 be approved

J Neely/N Norrington – carried

PROPERTY

- Mark Haining is to obtain quotes for a basketball court between the Building Academy and the Hockey turf. Jon will source the rings and backing board from Omaha Ratepayers' Association.
- The Board discussed the need to have more outdoor facilities for students to use during lunchtimes. Mark is to obtain a quote for a concrete or asphalt pad by the Construction Academy with a view to making this a basketball area – purchase preapproved.

R O'Malley/D Iversen - carried

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 6:55 pm.

N Norrington/D Macleod - carried

The meeting came out of Committee at 7:05 pm.

CORRESPONDENCE

Inwards & Outwards correspondence was presented.

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

J Neely/N Norrington – carried

Trips

The following trip was ratified:

30/11 – 4/12/2020 – Year 9 Camp: Karangahake Gorge - approved

I Heke/D Iversen – carried

Staff:

The following was approved by the Board of Trustees:

- Paul Lenihan – 26/07-8/09/2021 to Canada - approved
- Maree Drost – Maternity Leave 3/03/2021 to 27/01/2022 - approved
- Maria Marshall – Resignation effective 27/01/2021 – accepted with regret
- Keith Tennant – David will respond to his requests as follows:
 - 1) D Iversen is working on the contracts with farmers
 - 2&3) Costs - break even per camp. Any capital costs will be borne by the Board.

R O’Malley/P Meafou - carried

Other:

- Chris Penk (MP Kaipara Ki Mahurangi) request to meet to discuss challenges facing schools, successes and challenges – SMT to respond in 2021

Grant Requests:

There were no new requests.

GENERAL BUSINESS

Rachel suggested that we contract Policies to SchoolDocs at a cost of \$2,600/annum. This will ensure that they are kept up to date, relevant and are approved timeously.

. R O'Malley/N Norrington - carried

Rachel will approach Jo Hathaway with a view to seconding her back onto the Board.

NEXT MEETING

The next meeting will take place at 6:00 pm on 1 March 2021.

There being no further business the Meeting adjourned at 7:37 pm.

Signed as a true and correct record of the Meeting.

CHAIRPERSON

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