

MINUTES OF THE MAHURANGI COLLEGE BOARD OF TRUSTEES

Meeting held on 21 September 2020 in the Admin Staffroom at 6:00 pm

TRUSTEES PRESENT: Jason Neely (Acting Chairman), David Macleod (Principal), Rachel O'Malley, Nyree Norrington, Jowan Nute and Rachel McGuire

APOLOGIES: Dean Iversen (Chairman), Peter Meafou, Ihi Heke

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

Jason welcomed all to the meeting with a special welcome to the new Student Trustee, Rachel McGuire.

20 YEAR GROWTH PLAN

- Dean forwarded an email from Dianne Weetman as well as his response and asked the Board to discuss both. Jasmax and Dianne had met with the DRP to put forward the 3 options. The Board had been very clear that they strongly preferred Option 1 and rejected Option 2 completely. Option 3 was not great, as it left the south eastern side of the school completely underutilised. Most importantly it did not separate the juniors from the seniors and also did not connect the Junior School as strongly to the environment, as is the case with Option 1. They also confirmed that Option 3 could not be a phased building over many years, as the disruption to the school would be unacceptable and extremely hard to manage. The DRP had chosen Option 3, but there has been no assurance that it would be a full, single phase build or that the fields could or would be re-aligned as was drawn on the plan. David will submit the Board's disappointment together with their objections.

TABULATED ACTION POINTS ARISING FROM THE MEETING

Start Date	Subject	AP Holders
Sept 20	Objections and comments on Option 3 (20 Year Growth Plan) are to be submitted to Dianne Weetman.	DM
Sept 20	Jason invited staff to contact him to discuss their input regarding David's replacement. He will ask Black Cat to perform a survey of all staff.	JN
Sept 20	LSC building drawing to be sent to Matt Adams for plan and scope so that we can advertise on GETS.	CS/DM
Sept 20	Catherine will compare Mahurangi College 2019 results against Decile 9 results.	CW

MINUTES OF LAST MEETING

Moved that the previously circulated minutes of the meeting of 31 August 2020 be approved as a true record of the meeting.

J Neely/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

- There is no data available for Jason to draw comparisons of 2019 final NCEA results against other decile 7 schools. Removed from Action list.
- David noted that the schoolwide academic targets will remain as they are, as there is no mention of Decile 7 or "average", but that the faculties would review their goals. Catherine offered to compare results for 2019 against Decile 9 schools to show how we are doing against the higher levels and we will continue to do this in future years.
- Feedback from staff indicated that, despite the Board's presentation, there was a feeling of not having been consulted sufficiently in the Principal's replacement process. Jason apologised that this is the case and noted that it was the Board's intention to include staff in the process and that he had extended an invitation to all staff members to phone him or email him to meet to discuss the Principal's replacement. Jason asked Nyree to extend the invitation again and stated that he will contact Black Cat to discuss the possibility of a survey so that staff may have an opportunity to contribute.

PRINCIPAL'S REPORT

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

- Our dance students dominated at the North Harbour Dance Championships taking 1st place in solos for Years 9, 11, 12 and 13 as well as Y9 duo and open team champs, 2nd place in Y11-13 duo and 3rd place in Y12 solo. Congratulations to Emily Woodfield, the dance teacher.
- David noted that further changes had been made to NCEA for students in the Auckland region.
- The mid-year junior school achievements were discussed with results being favourably compared to national averages in various areas.
- The SLT had an offsite planning day to review the Strategic Plan and where it would be most beneficial for them to focus their energies in the year to come. We have made good progress in some and have completed 23 of the 33 projects. The SLT believes that the main projects to focus on in the Annual Plan 2021 are the B Projects, being B1 - Design Thinking combined with B2 - Connecting Learning with Our Environment, B3 - Education Outside the Classroom and B4 - Physical and Emotional Health. The school is moving in this direction and these can now become embedded in our entire curriculum.

Moved that the Principal's Report be accepted.

D Macleod/J Neely - carried

FINANCE

The Financial Statements and EO Report for August 2020 were accepted. Jason noted that there is an expectation that the budgeted deficit will be reduced by an estimated \$112K and believes that this saving could be higher by the end of the year.

The members agreed that the unallocated cash reserves at roughly \$1.3 million is too high and that they would like to invest in the students. The Board approved an additional 2 teachers for 2021 and agreed it would be appropriate to budget for a deficit up to \$250K for 2021.

Moved that 2 additional teachers are to be employed and attempt to limit the 2021 deficit to \$250K.

J Neely/R McGuire – carried

Moved that the following creditors and payments be approved:

- Accounts Payable for August 2020 totalling \$225,455.03
- The Bank reconciliations for August 2020

J Neely/N Norrington – carried

PROPERTY

David Parker, Minister of Environment, will visit the school this Thursday. David will work with the Board to show him what we have achieved, what our plans are regarding sustainability and our environment and see if we would be able to access some funding to assist us with our plans.

The Future School/20 Year Growth Plan options were presented. Please refer to Matters Arising for details.

The request for the installation of a toilet at the Building Academy was approved with a request that a compostable toilet be considered.

Moved that \$4K be made available for the installation of a toilet. David to work with Hugo for best solution.

J Neely/R O'Malley – carried

The Tech Block conversion for a computer suite was approved up to \$25K, including 2nd hand computers, with David's sign-off on design.

J Neely/N Norrington – carried

Extra Van – the car hire business across the road is closing down, which will create a problem going forward. There is a strong need for a third van for sports and trips. Jason suggested that we look at the cheaper makes that have a 100km warranty.

Moved that up to \$50K be made available for the purchase of a new van.

J Neely/N Norrington – carried

STUDENT TRUSTEE

Jowan presented his 2021-2026 Climate Change Framework, highlighting points to be considered by the Board when embarking on new projects. His framework was well received and the Board congratulated him on his efforts. He was asked to draw up a flow chart that could be used in such instances.

Jason and David thanked Jowan for his contribution to the Board and wished him well. Jowan stated that he had enjoyed his time on the Board and had learnt a great deal.

Jowan left at 8:52 pm.

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) & (i)	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 8:53 pm.

J Neely/D Macleod - carried

The meeting came out of Committee at 9:04 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 approved:

1-2/10/2020 – Bay of Plenty MX Track near Manawahe - approved

J Neely/R O'Malley – carried

Staff:

The following was approved by the Board of Trustees:

- 21/09/2020 – Liana Ruland: Maternity leave from 1 February – 26 July 2020 - approved

J Neely/N Norrington – carried

Other:

There was no other correspondence.

David left at 9:05 pm

GENERAL BUSINESS

David's farewells were discussed. The Board agreed to pay \$45 for the year end staff lunch.

J Neely/R O'Malley – carried

NEXT MEETINGS

The next meeting will take place at 6:00 pm on 2 November 2020.

There being no further business the Meeting adjourned at 9:20 pm.

Signed as a true and correct record of the Meeting.

CHAIRPERSON

DATE: 2 / 11 / 20