

# MINUTES OF THE MAHURANGI COLLEGE BOARD OF TRUSTEES

Meeting held on 14 June 2021 in the Main Staffroom at 6:00 pm

**TRUSTEES PRESENT:** Ihi Heke (Acting Chairman), Tony Giles (Principal), Rachel O'Malley, Peter Meafou (6:30pm), Nyree Norrington and Rachel McGuire

**APOLOGIES:** Dean Iversen (Chairman), Jason Neely (Deputy Chairman), Peter Meafou for lateness

**ALSO PRESENT:** Keith Tennant (Deputy Principal), Khamal Ganley (6:00pm to 6:30pm) and Carla Strachan (Secretary)

Members unanimously agreed that Ihi should be Acting Chairman for the meeting. He welcomed all, with a special welcome to Khamal.

## GYMNASIUMS/WEIGHTS ROOM/PE OFFICES

Khamal presented a report he had compiled including plans put forward by a previous Board in 2016 and included photos of weights rooms at other big schools. To date no enhancements have taken place at Mahurangi College. The members took a walk to the old gym, weights room, change rooms and PE office. The main issues raised are:

- The old gym/foyer roof leaks, causing water damage to the trophy cabinet and the foyer to be malodorous.
- The change rooms are too small for the number of students, but also old fashioned and ugly.
- The weights room is small and the equipment is very old.
- The PE office is long, narrow and cramped with open shelves overflowing with documentation.
- The PE office is noisy, as there are no barriers or insulation to reduce noise from the old gym or from rain on the roof.
- There are 75 hours per week of PE/Health classes, yet no classrooms are dedicated to their department.
- The old gymnasium is freezing in winter. Quotes for heating are to be sought.
- The drainage of the two fields has been on the agenda for years with little progress – the 20 Year Future School plan and placement of new classrooms has further delayed this project.
- There is a need for more professional development – Ihi offered to spend a day with the department and the school will fund the cost of relief through the PD budget.

*Khamal left at 6:30 pm*

The Board made the following decisions:

Moved that up to \$70,000 may be spent on upgrading/replacing the weights room equipment.

*I Heke/R O'Malley – carried*

Moved that up to \$200,000 may be spent on improving the changerooms, the gym foyer and the PE office.

*P Meafou/R McGuire – carried*

## STRATEGIC PLAN:

### HOTEOWERO/CHALLENGE

- A group comprising *et al* a council member, engineer, builder, lawyer and Mahu staff took a trip to Hoteo Wero – it is so satisfying that the group believes in what we wish to achieve and some have offered their time pro bono to get it off the ground.
- Jody Hannah will assist with fundraising as we get further down the track.

## TABULATED ACTION POINTS ARISING FROM THE MEETING

Start Date	Subject	AP Holders
May	Nyree will send a link for the Schooldocs policies to Jason.	NN/JN
Jun	Quotes to be obtained for heating of the old gym.	CS/MH
Jun	Schooldoc policies to be signed off and submitted.	TG/NN
Jun	Rachel McGuire to advise Rachel O'Malley what she is considering with regards to shade/shelters, suppliers and potential cost.	R McG

### MINUTES OF LAST MEETING

- Moved that the previously circulated minutes of the meeting of 8 March 2021 be approved as a true record of the meeting. Confirmation required that the lawyer attending to the legal agreement with the farmer/s is Ben Lupton.

*R O'Malley/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

These were discussed under the various headings apart from:

- Tony and Dean will meet with Chris Penk, the local MP to discuss challenges facing schools.
- Tony confirmed that proceeds from schoolhouse sales will be added to the 5YA and may not be used to extend the footprint or on Hoteo. The house will continue to be rented to the staff member for another 12 months with an increase of \$30/week.
- Nyree is to meet with Tony to sign off the policies and submit to Schooldocs.

*I Heke/P Meafou – carried*

### PRINCIPAL'S REPORT

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

- NCEA – changes are:
  - Make NCEA more accessible.
  - Equal status for mātauranga Māori in NCEA.
  - Suggest that Level 1 is modified – 1 external and 1 internal standard to give a total of 60 credits. Plan to make a decision in Term 3 on which model is best.
  - This will allow for students to be better prepared for Levels 2 and 3, while ensuring that students who are not going to university are still catered for.
- Our attendance is sitting at 85.8% for 19 April to 8 June.
- Staffing – resignation from Tania Steen and extended maternity leave for Kelly Kennard-Gill.
- Working on greater visibility of SLT, mutual respect, language and positive framing.
- Working on obtaining greater consistency around discipline.
- Student survey indicated that 10.1% had been bullied at Mahurangi College vs a national average of 22%. We continue to work on this.

- Parent survey has highlighted 5 points that required attention, which have become areas of focus for the SLT.

Moved that the Principal's Report be accepted.

*T Giles/I Heke - carried*

## FINANCE

The Financial Statements and Executive Officer's Report for April 2021 were accepted, reflecting a YTD surplus of \$20,236 against a budgeted deficit of \$431,211.

Moved that the following be approved:

- March Creditors of \$303,520.09
- Payments for April 2021 totaling \$442,152.54
- Bank Reconciliation for month ended 30 April 2021

*I Heke/R McGuire – carried*

## PROPERTY

In the absence of a Property Report, Tony noted that the basketball steps have been completed and 4 hoops with back boards have been ordered.

## STUDENT TRUSTEE

Rachel noted that she is still looking into the lack of shelter and possibilities for the school. Rachel O'Malley asked her to advise what she was considering and from whom, as there could be some repurposed shelter available.

## 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 7:45 pm.  
*N Norrington/T Giles - carried*

The meeting came out of Committee at 7:50 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:

22-24/ June 2021      Year 13 EOTC Trip to Dill’s Farm

25-27 June 2021      UWH Regional Champs

*I Heke/P Meafou – carried*

### **Staff:**

The following were approved by the Board of Trustees:

- 31/05/2021      Tania Steen (Sports Coordinator) resignation effective 11 June 2021 – accepted with regret
- 14/06/2021      Kellie Kennard-Gill (Y7/8 Teacher) maternity leave extended to 27 January 2023

*I Heke/R O’Malley - carried*

### **Other:**

There was no other correspondence.

### **Grant Requests:**

There were no grant requests.

### **GENERAL BUSINESS**

- There will be a Health & Safety Report in the form of an Incident & Hazard Report included in the Principal’s Report and Tony will highlight potential risks.
- Ihi mentioned that there should be RAMS training for new staff at the start of each year for about an hour, possibly on the first Teacher Only Day.
- Keith is to purchase two new barbeques for the staff.

### **NEXT MEETING**

The next meeting will take place at 6:00 pm in the main staff room on 2 August 2021.

There being no further business the Meeting adjourned at 8:02 pm.

Signed as a true and correct record of the Meeting.

**CHAIRPERSON** .....

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