

CONFIRMED MINUTES

BOARD OF TRUSTEES MEETING



At the **Board of Trustees Meeting** on **11 Apr 2022** these minutes were **confirmed as presented**.

Name:	Mahurangi College
Date:	Monday, 7 March 2022
Time:	6:00 pm to 7:00 pm
Location:	Virtual Meeting, Online
Board Members:	Dean Iversen (Chair), Peter Meafou, Tony Giles, Matte Perrin, Rachel O'Malley, Nyree Norrington
Attendees:	Carla Strachan, Christina Merrick

1. Opening Meeting

1.1 Welcome and Karakia

Dean welcomed all to the meeting.

1.2 Interests Register

2. Board Annual Work Plan

2.1 Strategic Plan Update

No matters to discuss. Dean and Tony will start on the new Strategic Plan and Tony stated that they will have an effect on staffing and plan to restructure some areas within curriculum and strategic priorities.

3. Minutes and Actions from Previous Meetings

3.1 Confirm Minutes

2021 December Board Meeting and Dinner 13 Dec 2021, the minutes were confirmed as presented.



Minutes 13 December 2021

Yes

Decision Date: 7 Mar 2022

Mover: Dean Iversen
Seconder: Rachel O'Malley
Outcome: Approved

3.2 Action List from Previous Meeting

Due Date	Action Title	Owner
19 Nov 2021	New School Layout Status: In Progress	Dean Iversen
30 Nov 2021	Shade/Shelter Solution Status: In Progress	Tony Giles
18 Feb 2022	Legal Advice re vaccination Status: In Progress	Tony Giles
28 Feb 2022	School Build Sign-Off Status: In Progress	Tony Giles

4. Committee Reports, Decisions and Discussions

4.1 Principal's Report

Tony presented the NCEA results for 2021 - Excellence Endorsements were significantly up and achievement rates were satisfactory - Level 1 - 79.1%, Level 2 - 92% and Level 3 - 75.5%. The UE and Level 3 results were lower and Tony noted that students require guidance much earlier to ensure their subject choice will meet their goals.

Covid - while we have been impacted by both students and teachers being away, the SLT has a 3 step plan - (1) Status quo - school is open for all students (2) Rostering home - different year groups are posted home on a rotation basis (3) On-line - school closes for a short, sharp period.

Attendance - starts reasonably then tapers down. Still good numbers at school.

There were 12 standdowns and 1 suspension, where the student was excluded.

Hoteo Project - we are busy with resource consents.

Hone Heke Rankin has begun his work and has met with Ngati Manuhiri as well as key Mahu staff.

"Mahuhukiterangi" is not the waka associated with Manuhiri and will need to be replaced.

Staffing - SLT will be reviewing the curriculum and staffing, which will be part of Strategic Plan. Looking to make decisions towards the middle of the year.

Bonnie Maginley has picked up a leadership role. Danielle Turrel has requested leave for Terms 2-4 2022 to visit her family in UK. Racheal Heke will be back covering for Danielle Turrell. Daniel Rangiwananga has been appointed as Groundsman.

The Great Barrier Trip has been cancelled, however we want to do something special for the Year 13s, as they have had 3 years of disruption.

We are getting ready to receive International Students and looking forward to announcement in due course.



Delegated Permission for Teacher Aides to use Restraint within MOE parameters.

Yes

Decision Date: 7 Mar 2022
Mover: Dean Iversen
Seconder: Tony Giles
Outcome: Approved



Principal's Report

The Principals Report was received.

Decision Date: 7 Mar 2022

4.2 Finance Report



Financial Annual Report 2021 and Budget 2022

The Budget for 2022 with a deficit of \$348,016 and Capex spend of \$223,920 were approved.

Decision Date: 7 Mar 2022
Mover: Dean Iversen
Seconder: Rachel O'Malley
Outcome: Approved



Draft Financial Annual report for year ended 31 December 2021

The Draft Annual Financial Report, reflecting a deficit of \$113,533 and Equity of \$4,244,718 was approved.

Decision Date: 7 Mar 2022
Mover: Dean Iversen
Seconder: Tony Giles
Outcome: Approved



Accounts payable, Payments, Bank Rec and Journals for December 2021

Approved December 2021 Creditors of \$272,861.78, Payments of \$533,647.49, Bank Reconciliation reflecting a balance of \$1,433,391.44.

Decision Date: 7 Mar 2022
Mover: Dean Iversen
Seconder: Peter Meafou
Outcome: Approved

4.3 Property Report

LSC Building delayed. Tony to discuss with MOE.

Field Drainage - great progress has been made. Rachel suggested we could do a bit of PRO to advise community the cost of getting it useable throughout the year. Tony will get Theresa to do something around it. Maybe have an official opening. Fun 20:20 cricket. RO'M - have someone to address the students and also make them be aware of how fortunate they are.

New Build Junior Block - Tony contacted Dianne Weetman and a meeting has been arranged for the following week.

Trees as shade option - Tony and Ali will walk around the property to establish what planting could be done to provide additional shade.



Property Report

Yes

Decision Date: 7 Mar 2022
Mover: Dean Iversen
Seconder: Peter Meafou
Outcome: Approved



Property report

The Property Report was received.

Decision Date: 7 Mar 2022



Rachel organise some PRO to community once Field Drainage project is finished

Tony will make some notes and forward to Rachel and Theresa, who can work on promoting the ne wfield. Plan for around 2nd week in the term.

Due Date: 31 May 2022

Owner: Rachel O'Malley



Tony to arrange for Theresa to write up something for Newsletter and tell students of the "gift"

Yes

Due Date: 31 May 2022

Owner: Tony Giles

4.4 Student Trustee Report

Dean welcomed Matte to the Board. Matte noted that h will continue to look into shelter and is looking forward to his time on the Board.

Tony would like to view some options and possibly raise funds through grant applications.

4.5 RAMS Approvals



L2PE Leadership Camp at Shakespear Park, 14-16 March 2022

Yes

Decision Date: 7 Mar 2022

Mover: Peter Meafou

Seconder: Nyree Norrington

Outcome: Approved

5. Health and Safety

5.1 Health and Safety (Discussed under Principal's Report)

6. General Business

6.1 In Committee

There were no matters to discuss.

6.2 Correspondence

Resignation Simon Grimmer effective end term 2 (8 July 2022) accepted with regret

Resignation Bonnie Maginley effective end Term 1 (14 April 2022) accepted with regret.

Revised Maternity Leave Ellyse Watts (from 14 March 2022) approved.

Letter from Auckland Council regarding speed investigation around Auckland schools noted.



Request for application Plus Sky Community Trust \$11,970 to assist with Sea Kayak Programme costs

Yes

Decision Date: 7 Mar 2022
Mover: Dean Iversen
Seconder: Rachel O'Malley
Outcome: Approved

6.3 Other General Business

New Board members - Dean noted he has not made much progress and Rachel offered to approach anyone identified. She stated that Jodie would prefer to work on projects, but is happy to sit on the Board until elections in September.

Hoteo Camp - once we make sufficient progress, we could utilise Jodie to approach local businesses to assist with donations.



Permission Granted to Teacher Aides to Use Restraint

Dean will sign each letter on behalf of the Board

Decision Date: 7 Mar 2022
Mover: Dean Iversen
Seconder: Peter Meafou
Outcome: Approved

6.4 Transport

Minutes of the TNG Meeting of 1 March 2022 noted and tabled.

6.5 Schooldocs (Policies) Update/Check Completion List done

This was not discussed.

7. Close Meeting

7.1 Review of Meeting Effectiveness

7.2 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: _____