



MINUTES OF THE MEETING OF THE SCHOOL BOARD OF MISSION HEIGHTS JUNIOR COLLEGE

Date: 17 July 2025
Time: 5.00 pm
Venue: Meeting Place

Opening Karakia: I Morrison
Acknowledgment: D Choong

Present: I Morrison (Principal), P Hale (via Google Meet), J Wang, D Choong (Staff Rep) A Wang (Student Rep) A Singh (Presiding Member) - arrived 5.23pm

Apologies: L Hohepa, I Pori, R Dada (Associate Principal)

In attendance: C Sinclair
C Hunter (Deputy Principal) Teresa, Drishti (Students) - Left 5.15pm

Presentation: Singapore Trip
Singapore Feedback 2025

Item		Action
Apologies	Apologies: Motion: "That the apologies be accepted."	

	Moved:J Wang Seconded:D Choong carried	
Confirmation of minutes of previous meeting	Motion: That the minutes of the last meeting held on 15 May 2025 be taken as read and accepted. Moved:J Wang Seconded:D Choong Carried	
Declaration of Interests	Motion: That the Declaration of Interests be accepted without changes. Moved:J Wang Seconded:D Choong Carried	
Finance Report	Presented by P Hale: Motion That the Finance Report, the May and June finance governance Reports, Payments and Investments schedules be accepted and approved. Moved:P Hale Seconded:D Choong Carried	

Property Report	<p>Presented by J Wang:</p> <p>Motion That the Property Report be accepted.</p> <p>Moved:J Wang Seconded:D Choong</p> <p>RESOLUTION 2025-07-18-01 Landscaping works It was resolved that the Endeavour Project Landscaping quote be approved and ratified by the Board. Moved:A Singh Seconded:A Wang Carried</p>	<p>To ensure the Playgrounds field turf safety P Hale is investigating the warranty.</p> <p>Despite multiple attempts to communicate with the company regarding the warranty claim for turf, they have failed to provide any substantive response. A formal letter will be sent by P Hale on behalf of the school Board.</p>
10 Year Property Plan update	<p>Presented by Ian Morrison</p> <p>Moved:J Wang Seconded:D Choong Carried</p>	
Health & Safety Report	<p>Presented by J Wang</p> <p>Motion That the Health and Safety report be accepted. Moved:J Wang Seconded:A Singh Carried</p>	

Principals Report	<p>Presented by I Morrison</p> <p>Motion That the Principal's report be accepted including the Policy reviews and is assured that the relevant policies/procedures are being followed and implemented as written.</p> <p>Moved:I Morrison Seconded:J Wang Carried</p> <p>RESOLUTION 2025-07-18-02: Opt-In to Donation Scheme WHEREAS, the Board has reviewed the terms of the Donation Scheme for the 2026 Financial Year and determined it to be beneficial for the school and parents/caregivers. THEREFORE BE IT RESOLVED, that the Board hereby approves and authorises MHJC to opt into the Donation Scheme</p> <p>Moved:A Singh Seconded:D Choong Carried</p>	
Correspondence	<p>Motion: The Board approves The Inwards correspondence</p> <p>Moved:D Choong Seconded:A Singh Carried</p> <p>Letter received from the Board Presiding Member of Mission Heights Primary requesting support in installing signs that prohibits the use of motorised scooters and bikes in school grounds, as well as regular communication to students and families regarding this issue.</p> <p>Moved:I Morrison Seconded:D Choong</p>	<p>The Board has agreed in principle to MHP's request for limiting the use of Motorised scooters & bikes in the school grounds. They can still be used to travel to school if required.</p>

	Carried	
General Business	<p>1.Board Elections Motion: To ratify the Board's 2025 Election dates Moved by:A Singh Seconded by:J Wang Vote: Unanimous Resolution: The Board's 2025 Election dates was ratified</p> <p>2.ERO Visit 4th - 6th August 2025 The Principal and Presiding member will meet to go through the Board Assurance Documents.</p> <p>3.Collaboration project - front of school art work The Board agrees to proceed with the designs and quotes for each school's share of the total cost approved per collaboration agreement - MHJC/MHP 60/40 Moved:J Wang Seconded:D Choong Carried</p> <p>Closing Karakia: I Morrison</p> <p>Student Rep (A Wang) & Staff Rep (D Choong) left meeting at 5.57pm</p> <p>"The Board moves into committee to exclude the public under Section 48, Local Government Information & Meetings Act, 1987, to discuss personnel, @5.58 pm". The Board moved out of committee @6.20pm."</p>	

Date of next meeting	21 August 2025	
Meeting closed at	6.20pm	
Signed by Board Presiding Member	A Singh	Date: