



Mission Heights
JUNIOR COLLEGE
GROWING GREATNESS
KIA MANA AKE

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

Date: 27 JUNE 2024

Time: 5.00pm

Venue: Meeting Place

Opening karakia: L Hohepa

Present: Ian Morrison (Principal), Anne Singh (Presiding Member), Paul Hale, Jenny Wang, Ianny Pori, Douglas Choong (Staff Rep), Neil Mathew (Student Rep).
By invitation: Leeroy Hohepa.

Apologies: None

In attendance: Raewyne Orbell (Board Secretary)

Item	Motion proposed and seconded	Action
Confirmation of members present or apologies	Motion: That the attendance register be accepted Moved: A Singh Seconded: I Pori	

	Carried	
Confirmation of minutes of previous meeting	<p>Motion that the minutes of the last meeting held on 16 May 2024 be taken as read and confirmed.</p> <p>Moved: A Singh Seconded: D Choong Carried</p>	
Declaration of Interests	<p>Motion: That no changes to those noted at the last meeting be accepted.</p> <p>Moved by: A Singh Seconded by: P Hale Carried</p>	
Finance Report	<p>Presented by P Hale: Motion That the Finance Report, the April 2024 finance Reports, Payments and Investments schedules be accepted and approved</p> <p>Moved: P Hale Seconded: L Hohepa Carried</p>	
Property Report	<p>Presented by J Wang:</p> <p>Motion That the Property Report and the amendment to the property plan relating to the carpeting of shared spaces be accepted.</p>	Ian M was asked to share the amended 10 Year property Plan which shows all the shared projects

	<p>Moved: A Singh Seconded: D Choong Carried</p>	with Mission Heights Primary School.
Health & Safety Report	<p>Presented by J Wang:</p> <p>Motion That the Health and Safety report be accepted. Moved: J Wang Seconded: P Hale Carried</p>	
Principals Report	<p>Presented by I Morrison:</p> <p>Motion That the Principal's Report be accepted. Including the decision to opt-in to the donation scheme And Not to enrol any out of zone students in 2025.</p> <p>Moved: A Singh Seconded: P Hale Carried</p>	
Policy and assurance	<p>Policies were reviewed in terms of the schedule provided by School docs and recorded in the Principal's Report.</p> <p>Moved: I Morrison Seconded: P Hale Carried:</p>	

Correspondence	<p>Motion: The Board approves The Inwards and Outwards correspondence</p> <p>Moved: A Singh Seconded: L Hohepa Carried:</p>	
General Business	The following items of General Business were discussed:	
	<p>1.Code of Conduct signatures</p> <p>Leeroy Hohepa signed the document</p>	
	<p>2. Returning officer for Student Representative election</p> <p>Moved that Charlene Sinclair be the returning officer subject to her availability which will be confirmed next meeting.</p>	
	<p>3. Casual vacancy for parent representatives:</p> <p>As fewer than 10% of parents expressed a wish for there to be a by-election for the advertised casual vacancies, it was decided to select Ianny Pori and Leeroy Hohepa as parent members of the Board.</p>	Email to parents to notify them of the selection outcome.

	<p>Moved: A Singh Seconded: P Hale Carried</p>	
	<p>4.Report from NZSTA Conference</p> <p>Moved: J Wang Seconded: I Pori Carried</p>	Anne Singh to provide a slide show summary of the conference
	<p>5. Possible rostering home</p> <p>Principal alerted the Board that owing to a high level of relief and shortage of relievers that students may be rostered home.</p>	
In committee	<p>"The Board moved into committee to exclude the public under Section 48, Local Government Information & Meetings Act, 1987. The Student and Staff Representatives left the meeting @ 6.25 pm</p> <p>The Board moved out of committee @ 7.30pm</p>	
Date of next meeting	15 AUGUST 2024	

Meeting closed at	7.30 pm	
Signed by Board Presiding Member	A Singh	

Closing karakia: I Morrison