



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

**Date:** 15 May 2025  
**Time:** 5.00 pm  
**Venue:** Meeting Place

**Opening Karakia:** I Morrison  
**Acknowledgment:** R Dada

**Present:** I Morrison (Principal), A Singh (Presiding Member), P Hale, J Wang, D Choong (Staff Rep - arrived 5.15pm)

**Apologies:** A Wang (Student Rep) I Pori, L Hohepa

**In attendance:** R Dada (Associate Principal)

Item		Action
Apologies	Apologies: <b>Motion:</b> "That the apologies be accepted." <b>Moved:</b> I Morrison <b>Seconded:</b> A Singh <b>carried</b>	

Confirmation of minutes of previous meeting	<p><b>Motion:</b> That the minutes of the last meeting held on 20 March 2025 be taken as read and accepted.</p> <p><b>Moved:</b>A Singh  <b>Seconded:</b>J Wang  <b>Carried</b></p>	
Declaration of Interests	<p><b>Motion:</b> That the Declaration of Interests be accepted without changes.</p> <p><b>Moved:</b>A Singh  <b>Seconded:</b>J Wang  <b>Carried</b></p>	
Finance Report	<p><b>Presented by P Hale:</b></p> <p><b>Motion</b> That the Finance Report, the March and April finance governance Reports, Payments and Investments schedules be accepted and approved.</p> <p><b>Moved:</b>P Hale  <b>Seconded:</b>A Singh  <b>Carried</b></p>	
Property Report	<p><b>Presented by J Wang:</b></p> <p><b>Motion</b> That the Property Report be accepted.</p>	<p><b>Ian to inform MHP of the Boards' approval of the landscaping project</b></p>

	<p><b>Moved:J Wang</b> <b>Seconded:D Choong</b></p> <p><b>Carried</b></p> <p><b>Landscaping at front of school (shared project)</b> Landscaping - quote from Modern Environments Ltd approved option 1 (Total cost \$89k) which was also recommended by the MHP Board. Each school's share of the total cost approved per collaboration agreement - MHJC/MHP 60/40 <b>Moved:J Wang</b> <b>Seconded:D Choong</b> <b>Carried</b></p>	
10 Year Property Plan update	<p><b>Presented by Ian Morrison</b></p> <p>Discussion regarding upcoming scheduled maintenance of the roof.</p>	
Health & Safety Report	<p><b>Presented by J Wang</b></p> <p><b>Motion</b> That the Health and Safety report be accepted. <b>Moved:J Wang</b> <b>Seconded:A Singh</b> <b>Carried</b></p>	

Principals Report	<p><b>Presented by I Morrison</b></p> <p><b>Motion</b> 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><b>Moved:I Morrison</b>  <b>Seconded:P Hale</b>  <b>Carried</b></p> <p>Staff mid year function  The Board have offered to subsidize staff meals \$50/head</p> <p><b>Moved:P Hale</b>  <b>Seconded:A Singh</b>  <b>Carried</b></p> <p>Resolution - That the Out of Zone student enrolments application scheme be approved for 2026</p> <p><b>Moved:I Morrison</b>  <b>Seconded:P Hale</b>  <b>Carried</b></p>	
Correspondence	<p><b>Motion:</b> The Board approves The Inwards correspondence</p> <p><b>Moved:J Wang</b>  <b>Seconded:A Singh</b>  <b>Carried</b></p>	

General Business	<p>1.Principal on jury service from Monday May 26, 2025 R Dada to be Acting Principal</p> <p>2.Annual financial report to MoE The auditors have all documents and will send by 31 May</p> <p>D Choong (Staff Rep) left at 5.46pm</p> <p>“The Board moves into committee to exclude the public under Section 48, Local Government Information &amp; Meetings Act, 1987, to discuss personnel, @5.47 pm”. The Board moved out of committee @6pm.”</p> <p><b>Closing Karakia: I Morrison</b></p>	
Date of next meeting	19 June 2025	
Meeting closed at	6pm	
Signed by Board Presiding Member	A Singh	<b>Date:</b>