



Mission Heights
JUNIOR COLLEGE
GROWING GREATNESS
KIA MANA AKE

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

Date: 23 October 2025
Time: 5.30 pm
Venue: Meeting Place

Opening Karakia:I Morrison

Present: I Morrison (Principal), A Singh (Presiding Member), J Wang, C Lam Yang, N Jose, K Everett

Apologies:D Choong (Staff Rep) Arrived 6.30pm, Left 6.54pm
R Dada (Associate Principal)

In attendance:C Sinclair, A Wang

The Board formally welcomed K Everett as the new Student Representative.

The Board also expressed sincere thanks and appreciation to Former Student Representative A Wang for their dedicated service and valuable contributions during their term.

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

	<p>Moved:A Singh Seconded:J Wang carried</p>	
Confirmation of minutes of previous meeting	<p>Motion: That the minutes of the last meeting held on 18 September 2025 be taken as read and accepted.</p> <p>Moved:A Singh Seconded:C Lam Yang Carried</p>	
Declaration of Interests	<p>Motion: That the Declaration of Interests be accepted without changes.</p> <p>Jenny Wang-DEEP Facilitator for MHJC, Runs after school language class at MHJC. Member of the MHP Board Jason Wang (Jenny's husband) - Has completed small building projects for MHJC. Noble Jose - Member of the MHP Board Carlos Lam Yang - Member of the MHP Board</p> <p>Moved:A Singh Seconded:J Wang Carried</p>	
Finance Report	<p>Prepared by I Morrison in consultation with Finance Controller Presented by A Singh & I Morrison Motion That the Finance Report, the September finance governance Reports, Payments and Investments schedules be accepted and</p>	

	<p>approved.</p> <p>Moved:I Morrison Seconded:C Lam Yang Carried</p>	
Property Report	<p>Presented by I Morrison:</p> <p>Motion That the Property Report and 10 year property plan update be accepted. Moved:I Morrison Seconded:A Singh Carried</p>	
Health & Safety Report	<p>Presented by I Morrison</p> <p>Motion That the Health and Safety report be accepted. Moved:I Morrison Seconded:J</p>	
Principals Report	<p>Presented by I Morrison</p> <p>Motion:That the Principal’s report be accepted including the Policy reviews, and assures that the relevant policies/procedures are being followed and implemented as written.</p> <p>The Presiding Member offered to support solutions to address barriers to student attendance, to help improve participation for priority learners or targeted student groups. Moved:I Morrison</p>	<p>Policy Review A rotating Board member will be assigned to read, summarise, and briefly present the policy review to the full Board each meeting. Moved:A Singh Seconded:N Jose Carried</p>

	<p>Seconded:C Lam Yang Carried</p>	
Correspondence	<p>Motion: The Board approves The Inwards and Outwards correspondence</p> <p>Moved:A Singh Seconded:J Wang Carried</p>	
General Business	<p>1.ERO School Evaluation final report received, explained, and will be posted to the MHJC website Moved:A Singh Seconded:N Jose Carried</p> <p>2.Appointment of Formal Board portfolios Acceptance of Nominated Board Portfolios Decision: The Board officially accepted the following self-nominated portfolios for the current term: Portfolio meetings will be held at 5pm before the full Board meeting Finance - J Wang (Until new Board Member is onboard) Property - N Jose, A Singh Health & Safety - C Yam Lang Moved:A Singh Seconded:A Wang Carried</p> <p>3.Flat Bush 8 Boards combined meeting -22 October The Board discussed the recent New Board induction from NZSBA</p>	

Board members agreed the training was valuable and appreciated the opportunity for professional development.

Moved:A Singh

Seconded:I Morrison

Carried

4.FYI - Pilot "Trial Success4Life"

Success4Life Youth Empowerment Programme Pilot/Trial for Year 7.

The Board members agreed that the Wellbeing Programme is a good idea. The concept was supported unanimously.

Moved:A Singh

Seconded:D Choong

Carried

5.Strategic Priorities

Approval of the specific date, time, and format for the Strategic Priorities planning session for 2026; agreed to be discussed at the next Board meeting.

Moved:A Singh

Seconded:K Everett

Carried

6.Schedule of Delegations

Defines which powers the School Board retains and which operational powers it delegates to the Principal/Management

Signed by Board Presiding Member A Singh

Moved:A Singh

Seconded:C Yam Lang

Carried

7.Board Goals & Values

The Board values:

"No Surprises" - flag any material deviations or key discussion points

	<p>ahead of time. Efficiency - discussions are focused and direct, and straight to the main point. People, Teamwork, and Connections/Relationships Openness and Accountability, maintaining a culture of respectful and formal professionalism. Inclusivity - actively foster an environment where everyone feels valued, respected, and empowered to participate fully. Communication, unity, and connection with the school community. Respectful and professional dialogue so all participants maintain their mana when meetings adjourn. Transparency is key.</p> <p>Moved:A Singh Seconded:D Choong Carried</p> <p>Closing Karakia:I Morrison</p>	
	<p>Student Representatives A Wang & K Everett and Staff Representative D Choong left the meeting at 6.54pm. J Wang left at 7.01pm</p> <p>“The Board moves into committee to exclude the public under Section 48, Local Government Information & Meetings Act, 1987, to discuss personnel, @ 6.55pm”. The Board moved out of committee @7.20pm.”</p>	
Meeting closed at	7.20pm	
Signed by Board Presiding Member	Anne Singh	Date:

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