

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF
MISSION HEIGHTS JUNIOR COLLEGE HELD IN THE MEETING PLACE on
Wednesday 19 June @ 6 pm**

Present: Sian Grant, John Bassano, Jenny Wang, Inderjeeet Bajwa, Jason Tuhaka, Tashi Hishey, Ian Morrison

Apologies: Jasper Carpenter

In Attendance: Naddy Naidoo (Associate Principal), Alanna Young, Board Secretary

Presentation by Melanie Kindley, Deputy Principal, Forest Whānau - Metacognition, Literacy

Karakia - Jason Tuhaka

AGENDA	Action
Congratulations & Welcome to new Board - introductions and orientation	AYO, Board Secretary Thank you letter from Board to Melanie Kindley for her presentation - AYO.
New Board Election of Officers, June, 2019 and sub-committees Nominations for Board Chairperson Sian Grant Moved: I Bajwa /Seconded: J Wang carried Nominations for Board Deputy Chairperson Inderjeet Bajwa Moved: J Bassano /Seconded: S Grant carried	AYO called for nominations. Congratulatory to new Board officers.

Finance sub-committee Ian Morrison, Jenny Wang, Inderjeet Bajwa Property sub-committee John Bassano, Sian Grant, Tashi Hishey Moved: J Tuhaka /Seconded: S Grant Carried	AYO - Handed over to Board Chairperson - Sian Grant
APOLOGIES: Motion: "That the apologies be accepted". Moved: J Tuhaka /Seconded: S Grant Carried	
MINUTES OF THE LAST MEETING Motion: "That the minutes of the meeting held on 16 May, 2019 be taken as read and confirmed". Moved: J Bassano /Seconded: J Tuhaka Carried	
MATTERS ARISING: nil	
Declaration of Interest : nil	
CORRESPONDENCE: Inwards: Discussed: NZSTA - Notice regarding settlement PPTA Changes to information sharing provisions under Oranga Tamariki Act 1989 - For information NZQA letter - 2019 Managing National Assessment Report - summary of findings Motion: "That the inwards correspondence be received". Moved: J Bassano /Seconded: J Tuhaka Carried	Thank you letter to Kate Lambert, NZQA Principal's Nominee from Board
FINANCE REPORT Motion: "The Board approves the monthly finance reports and payments for May, 2019". Moved: J Wang /Seconded: I Bajwa Carried	

PROPERTY REPORT Motion: "The Property Report be accepted". Moved: J Tuhaka / Seconded: J Bassano Carried	
HEALTH & SAFETY REPORT Motion: "That the Health & Safety Report be accepted". Moved: J Tuhaka / Seconded: J Bassano Carried	Health and Safety Committee report back on actions taken to ensure students and staff are safe before and after school with regards traffic.
PRINCIPAL'S REPORT: including monitoring progress on NAG 6 goals. Motion: "That the Principal's report be accepted, including Behaviour Management report". Moved: J Wang / Seconded: T Hishey Carried	
POLICY REVIEW: NAG 6 Compliance & Legislative Requirements Motion: "The Board approves NAG 6 Compliance & Legislative Requirements Policy with amendments made". Moved: J Bassano / Seconded: J Tuhaka Carried	
GENERAL BUSINESS Board of Trustees' Triennial Election 2019 Results.	Thanks to C Hunter & S Naidu for their services to Board. Thanks to Alanna as Electoral Officer. Letters to be sent.
Code of Conduct - signed by new Board.	
Board Work plan 2019 - Sighted.	
Out of Zone students resolution Motion: "The Board approves the out of zone Resolution as attached to the Board folder". Moved: J Bassano / Seconded: I Bajwa Carried	

Donation Review Discussion of government's offer to decile 7 schools of payment of \$150 per student . Will await further information before final decision in November.	Add to August agenda.
"Hautu" self review document - cultural responsiveness	Link will be sent to Board members for comments and reporting back next Board meeting.
Principal's Appraisal process - likely ready by next Board meeting.	Appointments with staff by Gail Thomson.
Flat Bush 7 Hosting PD Teacher only Day, Tuesday 4 June, 2019 feedback Very good day, good collaboration being developed among the schools and Principals, meet twice a term.	
Thank you to staff - mid winter appreciation Morning tea thank you from Board - 28 June.	AYO to invite Board members to attend.
NZSTA 30th Annual Conference, 12- 14 July, Dunedin	Registration to be sent to Board by AYO
NZSTA Professional development - tabled.	
Dates and days of meetings - 3rd Thursday of the month. Start sub committee meetings @ 5 pm, then Board meetings start @ 5.30 pm.	
Orientation PD for new trustees. Retired Principal available to come to speak to Board. Courses also held for new trustees.	Details for new trustees given by AYO
In committee item "The Board moves into committee to exclude the public under Section 48, Local Government Information & Meetings Act, 1987, to discuss matters relating to staff leave @ 8.06 pm". "The Board moves out of committee @ 8.18 pm".	AYO and IMO to inform staff of decisions made.

There being no further business the meeting was declared closed at 8.18 pm. Signed:  Sian Grant Board of Trustees Chairperson Date: 15/8/2019	Next Meeting: 15 August 2019
---	-------------------------------------