

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF  
MISSION HEIGHTS JUNIOR COLLEGE HELD in Meeting Place on  
Thursday 15 October 2020 @ 6 pm**

**Present:** Sian Grant, Jenny Wang, Indujeet Bajwa (left meeting @ 6.45 pm), Jason Tuhaka, Tashi Hishey, Ian Morrison, AJ Bassano

**Apologies:** John Bassano, Naddy Naidoo, Associate Principal

**In Attendance:** Alanna Young (Board Secretary)

**Karakia and welcome**

<p><b>Senior Leader workstreams</b> Global citizenship and e-learning - Raeesa Dada, Deputy Principal Coast Whānau, Reshmika Lal, Curriculum Leader Coast Whānau Report - Raeesa Dada, Deputy Principal, Wyn Morris, Dean, Coast Whānau</p>	<p>Thank you to Raeesa Dada, Wyn Morris &amp; Reshmika Lal for their presentations. Letter of thanks to be sent - AYO Upload this presentation to Board docs - AYO</p>
<p><b>APOLOGIES:</b> <b>Motion:</b> “That the apologies be accepted”. <b>Moved:</b> AJ Bassano <b>/Seconded:</b> J Tuhaka carried</p>	
<p><b>MINUTES OF THE LAST MEETING:</b> <b>Motion:</b> “That the minutes of the meeting held on 17 September, 2020 be taken as read and confirmed.” <b>Moved:</b> J Wang <b>/Seconded:</b> AJ Bassano carried</p>	
<p><b>CORRESPONDENCE:</b> <b>Motion:</b> “That the inwards correspondence be received and outwards approved.” <b>Moved:</b> J Wang <b>/Seconded:</b> J Tuhaka carried</p>	
<p><b>Declaration of Interests:</b> nil</p>	
<p><b>FINANCE REPORT:</b> <b>Motion:</b> “The Board approves Finance Report, Governance reports and payment schedules for</p>	

<p>September, 2020”  <b>Moved:</b> T Hishey /<b>Seconded:</b> AJ Bassano  carried</p>	
<p><b>PROPERTY REPORT:</b>  <b>Motion:</b> “That the Property report be accepted”.  <b>Moved:</b> J Tuhaka /<b>Seconded:</b> J Wang  carried</p>	
<p><b>HEALTH &amp; SAFETY REPORT</b>  <b>Motion:</b> “That the Health &amp; Safety Report be accepted”.  <b>Moved:</b> J Tuhaka /<b>Seconded:</b> J Wang  carried</p>	
<p><b>PRINCIPAL’S REPORT:</b> including student attendance, behaviour management, update on staffing.  <b>Motion:</b> “That the Principal”s report be accepted.”  <b>Moved:</b> J Tuhaka /<b>Seconded:</b> AJ Bassano  carried</p>	
<p><b>Policy Review:</b> NAG 6 International Students  School Docs assurance: Reading recovery, literacy support  <b>Motion:</b> “That the policies and procedures tabled according to the Board Work Plan be approved.”  <b>Moved:</b> J Wang /<b>Seconded:</b> T Hishey  carried</p>	
<p><b>GENERAL BUSINESS</b>  1. New Student Board of Trustee representative for 2021, is <b>Navroj Kaur</b>, currently 9F2.  Thank you from the Board to AJ Bassano for his role as Board of Trustees Student representative for 2020.</p>	<p>Invite Navroj to our November, 2020 meeting, AYO  Letter to AJ for his contribution</p>
<p>2. ERO review completion (on distance learning)  ERO interviewed staff and Board Chair by Zoom communication.</p>	<p>ERO report to be sent to Board - AYO</p>

<p>3. Principal's appraisal 2020, conducted by Gail Thomson, Educational Consultant. Summary read by Board Chair. Outstanding report, congratulations to Principal. Good community feedback also advised by Board member.</p>	
<p><b>KARAKIA/MEETING CLOSED</b></p>	
<p><b>There being no further business the meeting was declared closed at 7.20 pm</b></p> <p>Signed:</p> <p>_____</p> <p>Sian Grant, Board of Trustees Chairperson</p> <p>Date: _____</p>	<p><b>Next Meeting:</b>  <b>Thursday November 19, 2020</b></p>