MINUTES OF THE MEETING OF THE SCHOOL BOARD OF MISSION HEIGHTS JUNIOR COLLEGE HELD in Meeting Place Thursday 17 March, 2022 @ 5.15 pm

Present: Ian Morrison, Sian Grant, Jenny Wang, John Bassano, Indujeet Bajwa (arrived 5.45 pm), Douglas Choong

Apologies: nil

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

Karakia and welcome

Innovative Workstream: Presentation of Curriculum Design, development & delivery

Deputy Principals (school wide), Reshmika Lal, Kate Lambert

Administration Matters Apologies: nil	Thank you letter from Board for DP's Presentation - AYO
MINUTES OF THE LAST MEETING: Motion: "That the minutes of the meeting held on 17 February, 2022, be taken as read and confirmed." Moved: J Bassano /Seconded: J Wang carried	
CORRESPONDENCE: Motion: "The Board approves the inwards and outwards correspondence". Moved: J Bassano /Seconded: J Wang carried	
Declaration of Interests: J Bassano - Board member of Ormiston Senior College Sian Grant and Jenny Wang - Board members of Mission Heights Primary School	
FINANCE REPORT: Finances in good order, Income exceeds expenditure. No items of significance for February report. Motion: "The Board approves the February governance report, payments and investment schedules." Moved: J Wang /Seconded: D Choong carried	

	<u> </u>
PROPERTY REPORT: Motion: "That the Property Report is accepted". Moved: J Wang /Seconded: J Bassano carried	
HEALTH & SAFETY REPORT: Motion: "That the Health & Safety Report be accepted." Moved: D Choong /Seconded: J Bassano carried	
PRINCIPAL'S REPORT: The first few weeks of term have been very demanding with the pandemic adding another layer of work for everyone. Whilst we have continued to offer as "normal" an education as possible for our students, it has placed a heavy burden on staff. The Principal recommends an adjustment of our Teacher Only Days to allow us to close the school on Monday 28 March with no impact on the closing date and number of half days open for instruction. Motion: "The Board approves an adjustment of our Teacher Only Days to allow us to close the school on Monday 28 March, 2022." Moved: D Choong /Seconded: J Bassano carried Motion: "That the Principal's Report be accepted." Moved: D Choong /Seconded: J Wang carried	Correspondence by IMO to community.
Policy/Procedure Review: Emergency, Disaster & crisis management - emergency planning & procedures, school closure, covid-19 information Motion: "The Board approves the Policy reviews without any significant changes and is assured that the relevant policies/procedures are being followed and implemented as written. Moved: J Wang /Seconded: I Bajwa carried	
General Business	

	Board elections for Student representative 2022. nations closed Friday 11 March. Voting papers out. Election Day Wednesday 13 April, 2022	Election in progress - AYO
2.	March Roll return has been sent to the MoE.	
3.	Accounts were sent to Auditors	
4.	Principal's appraisal - in progress	
5.	Elim College maximum roll increase application. Email sent to Board 6 March, confirmation that the Board has no objection to this application, as it is unlikely to impact on our student roll.	
6.	ERO - Board Assurance Statement & self-audit checklist. Advice to the Board that ERO is reviewing our school's audit processes as their regular 3 yearly review.	
7.	Education Board Election Regulations 2022. Survey has been completed regarding the upcoming Triennial Board Election changing over to a digital on line process.	
8.	Formal advice to the Board that Ormiston Senior College has recently appointed Tim Botting, as Principal, from Term 2, 2022, following resignation of Diana Patience, end of Term 1, 2022.	A shared gift from MHP and MHJC Boards will be sent to the appointed Principal for Term 2, Tim Botting
KARA	KIA/MEETING CLOSED	
There Signe	being no further business the meeting was declared closed @ 6.12 PM d:	Next Meeting: Thursday 19 May 2022
Sian (Grant, Presiding Member Date:	