

**MINUTES OF THE MEETING OF THE SCHOOL BOARD OF
MISSION HEIGHTS JUNIOR COLLEGE HELD in Meeting Place
Thursday 29 September, 2022 @ 5.00 pm**

Present: Ian Morrison, Jenny Wang, Douglas Choong, Paul Hale, Rhys Attwood, Anne Singh, Tracey Frost, Johny Le, Saketha Jandhyala

Apologies: Naddy Naidoo (Associate Principal) Catherine Hunter (Assistant Principal Mountains Whānau)

In Attendance: Charlene Sinclair (Board Secretary)

Karakia and welcome.

Innovative Workstream:

Snapshot on student achievement: Mountains Whānau report, Ian Suckling, Deputy Principal - Left meeting @5.28pm

https://docs.google.com/presentation/d/1jU_2z_ffrZCJCMMsk91nXd9_gpz_ihS49GVs7SR1V38/edit#slide=id.p

Appointment of Presiding member

Anne Singh - Nominated by Paul Hale

Anne Singh - Nomination accepted

Seconded by Tracey Frost

Tracey Frost - Nominated by Rhys Attwood

Tracey Frost - Nomination declined

Rhys Attwood - Nominated by Tracey Frost

Rhys Attwood - Nomination declined

Anne Singh was elected unopposed.

Appointment of Deputy Presiding member

Two candidates accepted nominations for Deputy Presiding member and voiced their candidate statement to the Board

Nominations of Paul Hale and Tracey Frost seconded and accepted.

Paul Hale was elected by majority vote by way of secret written ballot

<p>Administration Matters Apologies: Motion: “That the apologies be accepted.” Moved: J Wang /Seconded: D Choong carried</p>	
<p>MINUTES OF THE LAST MEETING: Motion: “That the minutes of the meeting held on 18 August, 2022, be taken as read and confirmed.” Moved: J Wang /Seconded: D Choong carried</p>	
<p>CORRESPONDENCE: Motion: “The Board approves the inwards and outwards correspondence”. Moved: D Choong /Seconded: J Wang Carried</p>	
<p>Declaration of Interests: Jenny Wang, Anne Singh, Paul Hale- Board members of Mission Heights Primary School Motion:”The Board accepts the declaration of interests” Moved:A Singh / Seconded:D Choong</p>	
<p>FINANCE REPORT: Items of Significance - Board elections costs will be covered by extra funding coming next month. Relief for Learning Assistants has been higher than usual and we are investigating how we can better distribute the team if someone is away without compromising safety. As expected the relief budget is higher than budgeted but this is offset by the Emergency Relief Fund which so far has accrued \$40k. As reported before the capital expenditure for School FFE and Buildings was approved as part of the 5 Year Property Plan and these costs have been expected</p> <p>Motion: “The Board approves the August governance report, payments and investment schedules.” Moved: A Singh /Seconded: J Wang carried</p>	<p>For next meeting - discussion of possible establishment of a Finance sub-committee</p>

<p>PROPERTY REPORT: Motion: “That the Property Report is accepted”. Moved:A Singh /Seconded: J Wang Carried Specific issues to be raised, property report might require more detail regarding items at highest risk.</p>	<p>For next meeting - discussion of possible establishment of a Finance sub-committee</p>
<p>HEALTH & SAFETY REPORT: Motion: “That the Health & Safety Report be accepted.” Moved:A Singh /Seconded: T Frost carried</p>	
<p>PRINCIPAL’S REPORT: Motion: “That the Principal’s Report be accepted.” Moved:A Singh /Seconded: J Wang carried Discussion on the process and impact of a stand down over other alternatives.</p>	<p>Reasons for the misconduct requested IMO to report back</p>
<p>Policy/Procedure Review: Policy review - Student wellbeing & safety - Food & nutrition, sun protection, Harassment Board assurance for term 3- Surrender & retention of Property & searches, physical restraint, risk management 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: A Singh /Seconded: J Wang carried</p>	
<p>General Business</p>	

<p>1. Notice of Board training with FB7 schools' Boards and NZSTA 2. Board Code of conduct signed by all Board members</p>	
<p>"The Board moves into committee @ 6.31 pm to exclude the public under Section 48, Local Government Information & Meetings Act, 1987, to discuss out of zone enrolment and staff matters'. , Douglas Choong & Student Representatives leave meeting @6.31 pm, Paul Hale leaves meeting @ 6.56pm) Board moves out of committee @ 7.04 pm</p>	
<p>KARAKIA/MEETING CLOSED</p>	
<p>There being no further business the meeting was declared closed @ 7.06 pm Signed: _____ Anne Singh, Presiding Member Date: _____</p>	<p>Next Meeting: Thursday 27 October 2022</p>