



Mission Heights
JUNIOR COLLEGE
GROWING GREATNESS
KIA MANA AKE

**MINUTES OF THE MEETING OF THE SCHOOL BOARD OF
MISSION HEIGHTS JUNIOR COLLEGE HELD in Meeting Place
Thursday 16th February, 2023 @ 5.00 pm**

Present: Ian Morrison (Principal), Jenny Wang, Douglas Choong, Paul Hale, Rhys Attwood

Apologies: Anne Singh (Presiding Member), Ianny Pori, Saketha Jandhyala (Student Representative)

In Attendance: Charlene Sinclair (Board Secretary) Naddy Naidoo (Associate Principal)

Karakia and welcome.

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| Administration Matters Apologies: Motion: "That the apologies be accepted." Moved: P Hale / Seconded: J Wang carried | |
| MINUTES OF THE LAST MEETING: Motion: "That the minutes of the meeting held on 26 January, 2023, be taken as read and confirmed." Moved: D Choong / Seconded: J Wang carried | |
| CORRESPONDENCE: Motion: "The Board approves the inwards and outwards correspondence". | |

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| <p>Moved: D Choong /Seconded: J Wang Carried</p> | |
| <p>Declaration of Interests: Jenny Wang, Anne Singh, Paul Hale are Board members of Mission Heights Primary School Motion: "The Board accepts the declaration of interests" Moved:D Choong/ Seconded:J Wang</p> | |
| <p>FINANCE REPORT: Including 2023 budget approval - 2023 Budget Approved Motion: "The Board approves the December governance report, payments and investment schedules." Moved: J Wang /Seconded:D Choong carried</p> | <p>Staffing entitlement from the MOE will increase if the role increases</p> |
| <p>PROPERTY REPORT: Motion: "That the Property Report is accepted". Moved: D Choong /Seconded: J Wang Carried</p> | |
| <p>HEALTH & SAFETY REPORT: Motion: "That the Health & Safety Report be accepted." Moved: D Choong /Seconded: J Wang Carried</p> | <p>Pile of wood chips on field-Naddy to investigate</p> |
| <p>PRINCIPAL'S REPORT:</p> <ul style="list-style-type: none"> - Documents for MoE Analysis of Variance Strategic Goals Annual Plan 2023 (10 mins) <p>Motion: "That the Principal's Report be accepted." Moved: D Choong /Seconded: R Attwood Carried</p> | <p>Discussion regarding the delegation of policy review between BoT members</p> |

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| <p>Policy/Procedure Review: Policy review</p> <p>Board assurance for term</p> <p>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: D Choong /Seconded:R Attwood carried</p> | |
| <p>General Business</p> | |
| <p>1.BoT Meeting Clashes with MHP - 15th June, 19th October Meetings for the 15th June and 19th October to be changed to the Thursday following - invites to be sent</p> <p>2.Board Annual Goals For consideration:</p> <ul style="list-style-type: none"> • Higher profile in the community <p>Board would like to attend more MHJC events - invites to be sent in advance</p> <ul style="list-style-type: none"> • Attendance of Annual Conference <p>We would aim for at least 2 BoT representatives to attend the annual conference (delegates to be decided)</p> <ul style="list-style-type: none"> • Charter review - future thinking and future proofing <p>Ian will invite the Board to a Saturday morning "think tank"</p> <ul style="list-style-type: none"> • Mātauranga Māori - working with Tupuora | |

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| <p>BoT collective goal to align with the School's Strategic Goal - "How might a better understanding of Mātauranga Maori (knowledge, language, history and culture) help us to become a better school?"</p> <p>Training - Session with the provider, Tupuora to be booked for the BoT members. https://tupuora.co.nz/pld/</p> <ul style="list-style-type: none"> • Culturally sensitive approach to serious discipline <p>Support to Whanau and Staff from Ianny Pori & Anne Singh - explore if reaching out to family before serious discipline might help to support the school's management?</p> <p>3.Training for Board with Tupuora (see above) We have engaged an external provider (Tupuora) to guide us, including a session which focuses on governance Saturday morning 3-4 hours face to face with a facilitator at MHJC Website for BoT members to explore https://tupuora.co.nz/pld/</p> | |
| <p>In committee items "The Board moves into committee to exclude the public under Section 48, Local Government Information & Meetings Act, 1987, to discuss personnel, 6.20@ pm". The Board moved out of committee @ 6.22pm."</p> | |
| <p>KARAKIA/MEETING CLOSED</p> | |
| <p>There being no further business the meeting was declared closed @6.22 pm Signed:</p> | <p>Next Meeting: Thursday 16th March 2023</p> |

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| <hr/> <p>Anne Singh, Presiding Member Date: _____</p> | |
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