



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 17th November, 2022 @ 5.00 pm**

Present: Ian Morrison (Principal), Anne Singh (Presiding Member), Jenny Wang, Douglas Choong, Paul Hale, Rhys Attwood(Arrived 6.09pm), Naddy Naidoo (Associate Principal) Ianny Pori

Apologies: Saketha Jandhyala (Student Representative)

In Attendance: Charlene Sinclair (Board Secretary) Vivashal Singh (Staff member - to take photo)

Karakia and welcome.

Administration Matters Apologies: Motion: “That the apologies be accepted.” Moved: A Singh / Seconded: R Attwood carried	
MINUTES OF THE LAST MEETING: Motion: “That the minutes of the meeting held on 27 October, 2022, be taken as read and confirmed.” Moved: A Singh / Seconded: J Wang carried	
CORRESPONDENCE:	

<p>Motion: “The Board approves the inwards and outwards correspondence”.</p> <p>Moved: A Singh /Seconded: D Choong</p> <p>Carried</p>	
<p>Declaration of Interests:</p> <p>Jenny Wang, Anne Singh, Paul Hale are Board members of Mission Heights Primary School Jenny Wang-DEEP Facilitator for MHJC, Runs after school language class at MHJC, Jason Wang (Jenny’s husband) - Has completed small building projects for MHJC. lanny Pori-helped to coordinate the Pasifika Drumming group for MHJC</p> <p>Motion:”The Board accepts the declaration of interests”</p> <p>Moved: A Singh/ Seconded:D Choong</p>	
<p>FINANCE REPORT:</p> <p>As per Principal’s report</p> <p>Motion: “The Board approves the October governance report, payments and investment schedules.”</p> <p>Moved: A Singh /Seconded:D Choong</p> <p>carried</p>	
<p>PROPERTY REPORT:</p> <p>Motion: “That the Property Report is accepted”.</p> <p>Moved: A Singh /Seconded: D Choong</p> <p>Carried</p>	
<p>HEALTH & SAFETY REPORT:</p> <p>Motion: “That the Health & Safety Report be accepted.”</p> <p>Moved: A Singh /Seconded: D Choong</p> <p>Carried</p>	<p>EOTC - Overnight trips applications to be sent to Board Presiding member A Singh for sign off</p>
<p>PRINCIPAL’S REPORT:</p> <p>Motion: “That the Principal’s Report be accepted.”</p> <p>Moved: A Singh /Seconded: J Wang</p> <p>Carried</p>	

<p>Policy/Procedure Review: Policy review - Health & Safety- Digital technology & cybersafety, getting to school safely, school bus transport Board assurance for term 3- Appointment procedure, length of school year, risk management, reading recovery/literacy support (not applicable), international learners</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: A Singh /Seconded: D Choong carried</p>	
<p>General Business</p>	
<p>1.Welcome to parent, lanny Pori The Board moved to co-opt lanny Pori as a parent representative for her knowledge and skill with regard to Cultural understanding and experience for the remaining term of the current Board.</p> <p>2.Confirmation of sub-committees Sub committee for finance - P Hale Moved:A Singh Seconded:J Wang Sub-committee for Property - J Wang & R Attwood Moved:A Singh Seconded D Choong Sub-committee for Cultural Responsiveness - I Pori, D Choong, T Frost Moved:A Singh Seconded P Hale</p> <p>3.Review of Collaboration Deed No changes required following joint meeting of Principals and Board Presiding Members of both schools.</p> <p>4.Exploration of combined language weeks and cultural days. For 2023 shared calendar with MHP</p> <p>5.Meeting schedule and work plan 2023 Approved</p>	

<p>6.Draft Budget Presented in Principal's report with a slight deficit projected however with anticipated higher roll this may not eventuate.'Final budget to be presented at first Board meeting in 2023.</p> <p>7.Consideration of Board Goals 2023 Ideas shared to confirm in February: Maintaining high academic standards Close collaboration with MHP on Cultural days/language weeks New Charter future thinking workshop 10 Year Property Plan</p> <p>8.PLD for the Board - Hui: Mātauranga Māori by external provider, TupuOra It was considered too soon and a date early in 2023 will be considered.</p> <p>9.Conference dates for 2023 PLD Board members were encouraged to consider attending NZSTA conference next year. Dates tbc</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, 6.09@ pm". Douglas Choong leaves meeting @ 6.07pm The Board moved out of committee @ 6.28 pm."</p>	
<p>KARAKIA/MEETING CLOSED</p>	
<p>There being no further business the meeting was declared closed @ 6.35pm Signed:</p>	<p>Next Meeting: Thursday 26th January 2023</p>

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