



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 18th May, 2023 @ 5.00 pm**

Present: Ian Morrison (Principal), Jenny Wang, Douglas Choong, Paul Hale (Deputy Presiding Member), Ianny Pori, Saketha Jandhyala (Student Representative), Anne Singh (Presiding Member) arrived 5.43pm

Meeting chaired by Paul Hale - Deputy Presiding Member

Apologies: Rhys Attwood, Naddy Naidoo (Associate Principal)

In Attendance: Charlene Sinclair (Board Secretary)

Karakia and welcome.

Administration Matters Apologies: Motion: "That the apologies be accepted." Moved: J Wang / Seconded: D Choong carried	
MINUTES OF THE LAST MEETING: Motion: "That the minutes of the meeting held on 30 March, 2023, be taken as read and confirmed." Moved: J Wang / Seconded: I Pori carried	
CORRESPONDENCE:	

<p>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 are Board members of Mission Heights Primary School Motion:"The Board accepts the declaration of interests"</p>	<p>Declaration of Interests accepted on a recurring basis by the Board Refer to MHJC School Board Operation Policies signed 29/9/22</p>
<p>FINANCE REPORT: Motion: "The Board approves the March and April governance reports, payments and investment schedules." Moved: J Wang /Seconded:D Choong carried</p>	
<p>PROPERTY REPORT: Motion: "That the Property Report is accepted". Moved:J Wang /Seconded: D Choong Carried</p>	
<p>HEALTH & SAFETY REPORT: Motion: "That the Health & Safety Report be accepted." Moved: I Pori /Seconded: J Wang Carried</p>	
<p>PRINCIPAL'S REPORT: Motion: "That the Principal's Report be accepted." Moved: J Wang/Seconded: D Choong Carried</p>	<p>Letter of sympathy and support to be sent to the Principal of Whangarei Boys' High School for the Whanau/Community/Principal</p>
<p>Policy/Procedure Review: Policy review Education Outside the Classroom</p>	

<p>EOTC Planning & review, risk management, EOTC Coordinator, EOTC external providers Board assurance for term Digital Technology & Cybersafety, Computer Security & Cybersecurity, Student attendance, Health Education (every 2 years) 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:J Wang carried</p>	
<p>General Business 1. International School Trips - Hwa Chong Singapore 27th May - 1st June 2023 - Nanjing, China 19th September - 30th September 2023</p>	<p>Trips discussed. RAMS forms to be inspected & signed by J Wang & A Singh (Presiding member)</p>
<p>In committee items Saketha Jandhyala (Student Representative) & Douglas Choong (Staff Representative) left meeting at 5.33pm "The Board moves into committee to exclude the public under Section 48, Local Government Information & Meetings Act, 1987, to discuss personnel, @5.34 pm". The Board moved out of committee @ 5.48pm."</p>	
<p>KARAKIA/MEETING CLOSED</p>	
<p>There being no further business the meeting was declared closed @ 5.48pm Signed: _____ Paul Hale, Deputy Presiding Member Date: _____</p>	<p>Next Meeting: Thursday 22nd June 2023</p>