



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 22nd June, 2023 @ 5.00 pm**

**Present:** Ian Morrison (Principal), Jenny Wang, Paul Hale (Deputy Presiding Member), Ianny Pori, Saketha Jandhyala (Student Representative), Anne Singh (Presiding Member), Rhys Attwood (arrived 5.18pm)

**Apologies:** Douglas Choong, Naddy Naidoo (Associate Principal)

**In Attendance:** Charlene Sinclair (Board Secretary)

**Karakia and welcome.**

**Presentation:** Hwa Chong Student Leaders' Conference  
Brief summary of Conference given by Saketha Jandhyala. Presentation to be rescheduled for next meeting involving more students.

<p><b>Administration Matters</b> <b>Apologies:</b> <b>Motion:</b> "That the apologies be accepted." <b>Moved:A Singh/Seconded:I Pori</b> carried</p>	
<p><b>MINUTES OF THE LAST MEETING:</b> <b>Motion:</b> "That the minutes of the meeting held on 18 May, 2023, be taken as read and confirmed." <b>Moved: P Hale/Seconded:I Pori</b> carried</p>	

<p><b>CORRESPONDENCE:</b>  <b>Motion:</b> "The Board approves the inwards and outwards correspondence".  <b>Moved:A Singh /Seconded:J Wang</b>  Carried</p>	
<p><b>Declaration of Interests:</b>  Jenny Wang, Anne Singh, Paul Hale are Board members of Mission Heights Primary School.  Anne Singh - Board of early childhood Pacific centre in West Auckland.  Anne Singh - Chair of South Auckland Electorate  <b>Moved:P Hale/Seconded:J Wang</b>  carried  <b>Motion:</b>"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><b>FINANCE REPORT:</b>  Discussed number of International students, and the maximum intake MHJC considers (20)  <b>Motion:</b> "The Board approves the May governance reports, payments and investment schedules."  <b>Moved:A Singh /Seconded:I Pori</b>  carried</p>	
<p><b>PROPERTY REPORT:</b>  <b>Motion:</b> "That the Property Report is accepted".  <b>Moved:J Wang /Seconded:P Hale</b>  Carried</p>	<p>Property manager to look at fence by top of back gate and initiate repair</p>
<p><b>HEALTH &amp; SAFETY REPORT:</b>  Discussed the Te Ahi Ori cultural performance, each whanau will see the performance and students can participate without fire involved  School will promote Community performance being held at Barry Curtis Park  <b>Motion:</b> "That the Health &amp; Safety Report be accepted."  <b>Moved:A Singh /Seconded:I Pori</b>  Carried</p>	
<p><b>PRINCIPAL'S REPORT:</b>  <b>Motion:</b> "That the Principal's Report be accepted."  Discussion of student behaviour and vaping in particular and suggested 5 step plan including educational awareness campaign, guest speakers considered to highlight vaping dangers.</p>	<p>MHJC &amp; MHP to advise parents through Newsletters during enrolment process that MHP &amp; MHJC have a</p>

<p><b>Moved:A Singh /Seconded: R Attwood</b> Carried</p> <p>Resolution - That the Out of Zone student enrolments application scheme be approved for 2024 <b>Moved:A Singh/Seconded:P Hale</b> <b>carried</b></p> <p>Review of donation scheme That the school continues with the "opt in" option for 2024 <b>Moved:A Singh/Seconded:R Attwood</b> <b>carried</b></p>	<p>different zoning area</p>
<p><b>Policy/Procedure Review:</b> <b>Policy review</b> <b>Education Outside the Classroom</b> EOTC staff competence, EOTC event categories, EOTC communicating with Parents <b>Board assurance for term 3</b> Child Protection, Abuse Recognition and Reporting, Evacuation/Emergency Kits &amp; Supplies, Expenditure, Monitoring &amp; Auditing School bus*(n/a) <b>Motion:</b> "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." <b>Moved:A Singh /Seconded:R Attwood</b> carried</p>	
<p><b>General Business</b></p> <ol style="list-style-type: none"> <li>1. New Board Code of Conduct The draft Board Code of conduct produced by NZSTA was discussed and signed by attending members without changes.</li> <li>2. Feedback from TupuOra workshop and next steps TupuOra workshop was well received by the attending members of the Board. Discussed the importance of having a Maori/Iwi representative on the Board.</li> </ol>	<p>Presiding member &amp; Principal to reach out to the community</p>
<p><b>In committee items</b></p>	

<p>Saketha Jandhyala (Student Representative) left meeting at 6.14pm          "The Board moves into committee to exclude the public under Section 48, Local Government Information &amp; Meetings Act, 1987, to discuss personnel, @6.14 pm".          The Board moved out of committee @6.36pm."</p>	
<p>KARAKIA/MEETING CLOSED</p>	
<p>There being no further business the meeting was declared closed @6.36 pm          Signed:    <hr/>         Anne Singh, Presiding Member                      Date: _____</p>	<p>Next Meeting:          Thursday 17 August 2023</p>