



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 November, 2023 @ 5.00 pm**

Present: Ian Morrison (Principal), Anne Singh (Presiding Member) Jenny Wang, Paul Hale (Deputy Presiding Member) Neil Mathew (Student Representative), Douglas Choong

Apologies: Naddy Naidoo (Associate Principal), Ianny Pori, Leeroy Hohepa, Rhys Attwood

In Attendance: Charlene Sinclair (Board Secretary)

Karakia and welcome.

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

<p>Moved:A Singh /Seconded:J Wang Carried</p>	
<p>Declaration of Interests: 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. Leataata Preschool Anne Singh - Chair of South Auckland Electorate 10 Electorates Moved:/Seconded:carried 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:Presented by Paul Hale Motion: “The Board approves the October governance reports, payments and investment schedules.” Moved:P Hale /Seconded:A Singh carried</p>	
<p>PROPERTY REPORT:Presented by Jenny Wang Illegal dumping garden waste/rubbish Valderama side- potentially install cameras if this continues to occur School cleaning contract to be renewed Motion: “That the Property Report is accepted”. Moved:J Wang /Seconded:D Choong Carried</p>	
<p>HEALTH & SAFETY REPORT: Discussion regarding future community consultation & Board approval around installing cameras in the toilets in a way that does not capture the students in the cubicles to help prevent vandalism/vaping. Motion: “That the Health & Safety Report be accepted.” Moved:A Singh/Seconded:J Wang Carried</p>	
<p>PRINCIPAL’S REPORT: Motion: “That the Principal’s Report be accepted.” Moved:I Morrison /Seconded:P Hale Carried</p>	

<p>Policy/Procedure Review: Policy review Assurances School Donations, Length of school year, International Learners, Evacuation/Emergency Kits & supplies, Expenditure, Monitoring & Auditing School Bus (not applicable) Policy review Curriculum & Student Achievement Policy Religious instruction/education, Religious Observances, Health Education 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:I Morrison /Seconded:P Hale carried</p>	
<p>General Business</p> <ol style="list-style-type: none"> 1.Review Collaboration Deed 2.Meeting schedule and Work Plan for next year. 3.Continue input to Strategic Goals and Implementation Plan 2024 4.Draft budget presented 5.Hireage of the Gym by the Kempo Club 	<ol style="list-style-type: none"> 1.MHJC/MHP collaboration meeting to be held 17/11/23. Board to review collaboration deed Feb 2024 2.Dates and Work plan reviewed and confirmed. 3.Strategic Goals & Implementation Plan 2024 Approved Moved:A Singh Seconded:D Choong carried 4.Draft budget presented to and reviewed by the Board. Final Budget to be approved by the Board Feb 2024. Thanks given from the Board to G Patel (Finance

	Manager) 5.Paul Hale to discuss times and dates with Associate Principal Naddy Naidoo
KARAKIA/MEETING CLOSED	
There being no further business the meeting was declared closed @5.30pm Signed: _____ Anne Singh, Presiding Member Date: _____	Next Meeting: Thursday 1st February 2024