



Mission Heights
JUNIOR COLLEGE
GROWING GREATNESS
KIA MANA AKE

MINUTES OF THE MEETING OF THE SCHOOL BOARD OF MISSION HEIGHTS JUNIOR COLLEGE HELD

Date: 28 MARCH 2024
Time: 5.00pm
Venue: Meeting Place

Present: Ian Morrison (Principal), Anne Singh (Presiding Member), Jenny Wang, Ianny Pori, Douglas Choong (Staff Rep), Rhys Attwood (attending by Google meet), Neil Mathew (Student Rep).

Apologies: Leeroy Hohepa, Paul Hale, Reshmika Lal & Kate Lambert.

In attendance: Raewyne Orbell (Board Secretary).

Opening karakia

Minutes

Item	Motion proposed and seconded	Action
Confirmation of members present or apologies	<p>Motion that the apologies be accepted Moved: A Singh Seconded: J Wang Carried</p>	
Confirmation of minutes of previous meeting	<p>Motion that the minutes of the last meeting held on 15 February 2024 be taken as read and confirmed.</p> <p>Moved: A Singh Seconded: I Pori Carried</p>	
Declaration of Interests	<p>Paul Hale/Jenny Wang/Anne Singh: on both MHP Board & MHJC Board. Jenny Wang: is a DEEP teacher at MHJC - Husband Jason has quoted and completed building work for MHJC Anne Singh: is the Chair of South Auckland electorate</p> <p>Motion: That the Declaration of Interests be accepted. Moved by: A Singh Seconded by: J Wang Carried</p>	
Finance Report	<p>Motion That the Finance Report be accepted and approves the December Governance Reports, Payments and Investments schedules</p>	Paul can answer any questions at next meeting.

	<p>Moved: A Singh Seconded: D Choong Carried</p>	
Property Report	<p>Presented by J Wang:</p> <p>Awaiting professional advice on the provision for provision in the cyclical maintenance plan for painting of the exterior cladding. Different advice from Architects as per N Naidoo to that provided MHP. Provision not needed at this stage (see action)</p> <p>Motion That the Property Report be accepted. Moved: J Wang Seconded: D Choong Carried</p>	<p>Further professional advice will be obtained to guide the property committee.</p>
Health & Safety Report	<p>Presented by J Wang:</p> <p>Motion That the Health and Safety report be accepted. Moved: J Wang Seconded: A Singh Carried</p>	

Principals Report	<p>Presented by I Morrison:</p> <p>Motion That the Principal’s Report be accepted. Moved: A Singh Seconded: D Choong Carried</p>	
Policy and assurance	<p>Policies were reviewed in terms of the schedule provided by School docs and recorded in the Principal’s Report.</p> <p>Moved: I Morrison Seconded: P Hale Carried:</p>	Reminder to view policy and add comments if needed. A Singh
Correspondence	<p>Board acknowledged: Letters sent to two schools Passing of Principal of Glenfield College Passing of student at a Papatoetoe high school.</p> <p>Motion: The Board approves The inwards and Outwards correspondence</p> <p>Moved: A Singh Seconded: J Wang Carried:</p>	

General Business	The following items of General Business were discussed:	
	<p>1. Annual Report to BoT on Student Achievement and Progress:</p> <p>See presentation and notes in folder. Pleasing progress and achievement data and special emphasis on literacy and numeracy as per government priority. PLD with Evaluation Associates will provide support for teachers across all curriculum areas.</p> <p>Very pleased with Māori and Pasifika (in particular) progress data.</p> <p>Excellent progress in Year 7 and 8 which levels off in Year 9 and 10 explained by changes to roll in Year 9 and difficulty of maintaining engagement in some of our digital platforms over 4 years.</p> <p>Discussion of very successful pilot of the literacy and numeracy corequisites which most of our selected students achieved.</p>	
	<p>2. Roll returns to MoE Completed</p>	
	<p>3.Accounts to Auditors Completed</p>	
	<p>4.Principal’s Professional Growth Cycle</p>	

	In progress	
	5. Staff Professional Growth Cycle Completed	
	6. Rhys Attwood given the floor. Due to increasing work commitments in Australia a decision has been made to step down from the board. Further discussion & decision will be made regarding what type the vacancy may be on the board.	
	7. Code of Conduct signatures All members signed the document	Rhys and Leeroy to sign next meeting
In committee (if needed)	"The Board moved into committee to exclude the public under Section 48, Local Government Information & Meetings Act, 1987. The Student and Staff Representatives left the meeting @ 5.55pm The Board moved out of committee @ 6.01pm	
Date of next meeting	16 May 2024	

Meeting closed at	6.01pm	
Signed by Board Presiding Member	A Singh	

Closing karakia

Karakia Timatanga (opening)

Toru, Rua, Tahī!

Whakataka te hau ki te uru
Whakataka te hau ki te tonga
Kia mākinakina ki uta
Kia mātaratara ki tai
E hī ake ana te atakura
He tio, he huka, he hau hū
Haumi e, hui e, tāiki e

The West wind has changed
The South wind has fallen silent
The land bristles
The sea has goosebumps
The first rays of a red dawn pierce the night
Revealing snow, ice & frost (from mountains to sea)
The breath of life

Closing Karakia Whakamutunga (closing)

Kia Whakairia te tapu
Kia watea ai te ara
Kia tūruki whakataha ai
Kia tūruki whakataha ai
Hui e! **Tāiki e!**

Restrictions are moved aside
So the pathway is clear
To return to everyday activities
To return to everyday activities
Enriched, unified and blessed

Karakia mō te kai (food)

Nau mai e ngā hua
o Papatūānuku
o Ranginui kete kai
Whītiki kia ora!
Haumi e. Hui e. Tāiki e!

We welcome the gifts of food
provided by earth mother
and sky father, bearer of food baskets
Gifts bound together to sustain all of us!
United and connected as one!

Instructions for participating in the review process:

Go to schooldocs.co.nz

Click Search for your school

Start typing the school's name and select it from the dropdown list.

Enter your community username and password.

- Username: mhjc
- Password: greatness
- click on the relevant policy
- eg Food and Nutrition

The screenshot shows the Mission Heights Junior College SchoolDocs website. The header includes the school logo and navigation buttons: Home, Current Review, Useful Links, Forms, Dashboard, and Help. A search bar contains the text 'Food and nutrition' with a 'Submit' button. Below the search bar, there are icons for a chat bubble, a printer, and a red document icon with a white microscope. A red banner on the right side of the page reads 'UNDER REVIEW Term 3 2022'. The search results for 'Food and nutrition' are displayed, including a list of documents on the left and a detailed view of the 'Food and Nutrition' policy on the right. The policy text discusses promoting a healthy lifestyle, safe and inclusive school environment, and food safety guidelines.

Then click on the red icon with the microscope on the right to log in and make a comment.

Then click on the red icon with the