



Minutes (v1)

Wednesday 27th September, 2023: 3.00pm – 5.00pm
Held in the Endeavour Room

1. Opening

1.1 Karakia / Korero timata / Opening word: Wilm - Karakia

1.2 Present:

Jaylene Ball, Kim Dennis, Aroha Matthews, Iona Tusa, Wilm Goodwin, Seu Kaisala, Waru Clark and Tina Filipo.

In attendance: Philip Doyle, Tania Scarborough and Candice Dennis.

1.3 Apologies: Charles Matua

1.4 Absent: Maharr Tupai

1.5 Declarations of Interest: None

2. Action Items from last Meeting

- Jaylene provided a brief update on PRA and has confirmed that we don't qualify.
- Allan Vester will now receive the principal applications in place of Candice.

3. General Business

3.1 Confirm items of General Business Confirmed. Nothing new to add.

4. Draft Strategic Plan Development

(Ref: As per Board Annual workplan)

Note: Board members attended a "Strategic Saturday" workshop on 16th September.

Refer to Principal's report for an update.

5. 2023 Student Election

Student Representative elections – Voting Day, 20th September.

Philip provided an update on the recent student Elections. Voting day was held on 20th September and 960 students voted. Great response. All info has been updated with NZSTA.

Maharr was supposed to join us for today's meeting, unfortunately Wilm intended to make contact but forgot, and apologised for this oversight.

6. Appointment of Acting Tumuaki

The Associate Principal job description includes responsibility for acting-up in the absence of the Tumuaki.

Several policies specifically state what the Tumuaki does and doesn't do/have eg. EOTC

School documents can be formally signed by the Acting Tumuaki as they have Delegated Authority to do so.

Suggested because 'acting' capacity delegated authority not signed yet, rather have the new Tumuaki sign once appointed. The document also needs to be revised as it is now out of date.

The Board passed a resolution to "delegate all existing Tumuaki authority and responsibility to Tina Filipo who operates in the Acting Principal role, until the new principal takes up his/her position, or until such time as revoked by the Board."

Jaylene asked if this resolution could be placed on a letterhead, as there will be matters that will arise that will need some sort of formal acknowledgement.

Moved by Waru and seconded by Iona.

7. School Name Change

Last discussed at the April Board Meeting.

Waru concerned consultation should have happened but has not. We need to affirm student voice. This year it has not happened. There could be a lot of work involved in making this happen. As a group of should indicate a degree of continuation, or perhaps park the idea. Either invest energy into this or step away from it. Park or Progress?

Iona feels it would be logical to park this idea for now.

Aroha questions if it will need to be revised in future, if parked now. The possibility of a name has been offered. If this idea is parked, will it jeopardise the name that has already been offered to the school? 3 years of mahi already put into that. Aroha is of the opinion that with the rebuild a new name for the kura might be good.

Wilm agrees to keep the momentum going.

Tina is in favour of changing the name. The name of James Cook is not good when she travels, people in Education keep saying "change the name".

It philosophically does not sit right with the community we serve. We need to have a change of navigator. There will be upcoming matters of a confidential nature where the name of James Cook will be disclosed and it will hurt our community.

Kim would like to continue to see it progress and does not want the momentum to stop. Would like to see the plan resurrected and keep it flowing. Votes to keep the channels open. Does not want the student voice to be left out. The name that was offered to us is already out there and people are talking about Hotorua High School.

Seu would like to keep it moving. She feels that putting it on hold now would be wrong.

Wilm: Consultation needs to take place. Was brought up at a staff meeting and again at Grant's farewell. If we park this idea, how do we justify that as a Board?

The Board agreed to park the idea temporarily, until the new Tumuaki is appointed. The School name change needs to be driven from within, and needs to be included in the job description for the new Tumuaki.

8. Administration

- 8.1 Correspondence Summary Attached.
Received inwards and approved outwards.

Moved by Kim and seconded by Seu.

- 8.2 **Confirmation of Minutes** and signing of most recently updated **Board Policies**.
The minutes of the August Board meeting were received as a true and accurate record.

Moved by Aroha and seconded by Kim.

9. Reports

- 9.1 Policies and Governance Report

“Policy #11B Tumuaki.Principal appointment” is not due for review until 2024 but will be reviewed (again) this month.

- 9.2 Finance Committee Report

The Finance Committee meeting was held on the 27th September. (Refer to Financial report and fundraising resolutions).

Kim presented finance report.

Adds an item to Agenda for in committee, to be spoken to by Tina.

Asset Annie is being populated now. Funding applications are still pending for quite a few which may roll over to the next round.

The Finance Report was moved by Kim and seconded by Seu.

- 9.3 Property Report

The property report was presented by Philip.

Meetings about master plan and Board property ownership scheduled for next week. MOE going through massive changes internally. Hoping to get that resolved quickly. Puutake shade – MOE says no point in putting too much pressure on because if the installer goes bankrupt, we have a big problem. We will have to work with him and be patient. We have already paid two thirds, so we don't want to lose that money.

The Property Report was moved by Kim and seconded by Iona.

- 9.4 EOTC Committee Report

The EOTC Committee meeting was held on the 11th September. (Refer to the September EOTC Report for detailed information).

The EOTC Report was moved by Jaylene and seconded by Wilm.

- 9.5 Tumuaki Report

Taken as read. Acting Tumuaki Tina presented this report (prepared by Grant) which progressed through the Board members asking questions and providing responses they may have. Then any recommendations are considered.

The following points were mentioned:

- Strategic Saturday was a very awesome day. Started in Puutake where they set the tone for our why. Very interesting that both groups came up with the same strategic goal.
- Jenna will be focusing on attendance next Term.
- Stand down trends not particularly nice. Tina's hypothesis is that the kids have come back after covid and are now starting to test the boundaries. Important to stay on top of the bubbling.
- Credit count programme will be running next term to get our kids over the line.
- Something to be mindful of, tracking how our kids have been performing – every school saying the same – the students are finding it very hard to come back and engage with the curriculum. No more covid credits this year, which will affect our data. Investigating a different timetable to engage with our kura in a different way over the last 3 weeks of term.
- Waru: The Board is often called to give approval of EOTC events, at the last minute. Waru wants to give attention to this, particularly with activities relating to water and overnight trips.
- Aroha reminds that Cinal has an 8-week rule in place and seems to have a very good handle on things.

The Tumuaki Report was moved by Aroha and seconded by Jaylene.

10. Public Excluded Business / In Committee

Presiding member, Jaylene Ball brings the meeting to a close and requested that the Meeting move into committee, to discuss matters of a sensitive nature at 4.40pm.

Recommendation:

"I move that the public be excluded from the whole of the proceedings of this meeting."

Moved: Jaylene Seconded: Seu
Carried Unanimously

MOTION: RESOLUTION TO EXCLUDE THE PUBLIC

Section 48, Local Government Official Information and Meetings Act 1987

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

Recommendation:

"I move that Philip Doyle – Business Manager and Candice Dennis – Board Secretary, and Tania Scarborough PA, be permitted to remain at this meeting, after the public has been excluded."

Moved: Seu Seconded: Aroha
Carried Unanimously

Whilst in committee, members discussed several school related matters.

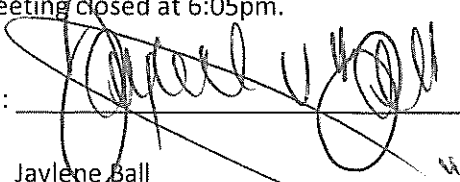
The Chair moved out of Public Excluded Committee at 5.59pm

Moved by Jaylene and seconded by Seu.

Final comments:

Candice shared her thanks and farewelled with gifts from the Board.

The meeting closed at 6:05pm.

Signed:  _____

Name: Jaylene Ball

Date: 20/10/23



Action Points – JCHS September 2023 Board Meeting

Action Point Details:	To Action
<ul style="list-style-type: none">Resolution of delegated authority to Tina Filipo to be placed on a school letterhead.	Tania
<ul style="list-style-type: none">School Name Change initiative to be included in the Job Description for the new Tumuaki.	Jaylene
<ul style="list-style-type: none"><u>Very Important:</u> Policy 11B – Tumuaki Appointment All Board members to provide feedback to Jaylene via email, by 5pm next Wednesday 4th October.	All Board members