



JAMES COOK HIGH SCHOOL

BOARD MEETING MINUTES

29 MAY 2025

17:30 - 19:00

HELD IN THE ENDEAVOUR BOARD ROOM

1. ADMINISTRATION

1.1 KARAKIA AND WELCOME / PRESENT / APOLOGIES

1.1.1 Karakia

School Waerea

1.1.2 Present

Tina Filipo (Tumuaki), Aroha Matthews, Iona Tusa (Chaired Meeting), Kim Dennis, Siesia Malungahu, Charles Matua; Wilm Goodwin

1.1.3 Apologies

Jaylene Ball (Presiding Member), Seu Kaisala

1.1.4 In Attendance

Jen Lapa (Board Secretary), Luke Doubleday (co-Associate Principal), Andre Whaanga (co-Associate Principal)

1.2 CONFLICTS OF INTEREST

Nil

1.3 ACTIONS SCHEDULE

- **BAS Board meeting held on 1st May**
 - Action completed- available Board members attended the 4pm meeting on Thursday 1st May.
- **Suspensions to include further information to the paperwork**
 - Action completed and confirmed as addressed. Evidence of pastoral to be attached to interventions and support in the upcoming 8x suspension packs being held on June 3rd and June 4th. This evidence will be in all future suspensions going forward.

1.4 GRANT SPEAKING RIGHTS TO NON-BOARD MEMBERS IN ATTENDANCE

MOTION: "That the Board grant speaking rights to Matua Andre and Luke for this meeting and the remainder of Board meetings."

Ae - All

Nay - Nil

Carried: All

- Matua Andre spoke to student achievement and data.
- Mr Doubleday spoke to student attendance and data.

1.5 CONFIRMATION OF PREVIOUS MINUTES

MOTION: Moved by Sie Malungahu

"That the minutes dated 27 March 2025 be accepted as a true and accurate record".

Seconded by Aroha Matthews

1.6 MATTERS ARISING FROM PREVIOUS MEETING MINUTES

Nil

1.7 CORRESPONDENCE (INWARD / OUTWARD)

Nil

2. GOVERNANCE

2.1 ERO Visit and Outcome (for discussion)

2.2 A Sharper Focus on Attendance (for information – presented by Luke)

2.3 A Sharper Focus on Pasifika and Māori NCEA Achievement (for information – presented by Andre)

3. REPORTS

3.1 Tumuaki Report

3.2 Summer Sports Report (termly)

3.2.1 Jenna Reiri (DP Line Manager) and Sports Department will provide a Sports overview at the beginning of each term to the Board.

3.3 EOTC Report

3.3.1 One Application for consideration this month:

- 2SER Kaimoana Gathering trip – Run by Drowning Prevention Auckland (25th June 2025).
17 x Level 2 Services Students

3.4 Finance & Property Report

3.4.1 Quorum not met for the Finance & Property Committee meeting: Iona (Chaired meeting in PM's absence) allowed for the Board to move for the acceptance of the committee March minutes during the Board meeting.

3.5 Health, Safety & Wellbeing Report

MOTION Moved by Tina

"That the Board accept the Finance & Property Committee minutes from the last meeting held March 27th.

Seconded by Iona Tusa

MOTION Moved by Aroha:

"That the Board move the Annual Financial Statements be accepted for the year ended 31st December 2024"

Seconded by Sie Malungahu

ACTION: TINA WILL FIND OUT FOR THE BOARD ON WHETHER THE SCHOOL WAS IN DEFICIT \$640,000.00 OR \$840,000.00 AT THE END OF THE 2023 SCHOOL FINANCIAL YEAR.

MOTION: Moved by Charles Matua

"That the Property & Finance Report of March 27, 2025, be accepted."

Seconded by Kim Dennis

MOTION: Moved by Wilm Goodwin

"That the Tumuaki report be accepted."

Seconded by Kim Dennis

4. PEB / IC (PUBLIC EXCLUDED BUSINESS / IN-COMMITTEE)

- The Board meeting concluded at 6:40pm to prepare to go into In-Committee.
- The Board Secretary and co-Associate Principals left at this time.
- The remaining Board members went to In-Committee at 6:45pm.

Signed: _____

Jaylene Ball, Presiding Member

Date: 26/06/2025

-OR-

Signed: _____

Board Member Chairing

Date: _____

ACTIONS LIST

Action Task	Assigned to	Due by
The Board would like confirmation if JCHS was in deficit of \$640,000.00 or \$840,000.00 at the end of the 2023 school financial year.	Tina Filipo	June Board meeting

BOARD MEETING DATES REMAINING FOR 2025:

Term 2 meetings

June 26th

Term 3 meetings

July 31st

August 28th

Term 4 meetings

October 30th

November 27th

