

MINUTES OF THE MEETING OF THE TUAKAU COLLEGE BOARD
HELD ON TUESDAY 27 APRIL 2021
AT 6PM IN THE STAFF ROOM

Present: Chris Betty, John Everitt, Anna-Marie Kingi, Ashley Jacobs (DP), Brearna Rowsell, Elena Kazekevich, Lesley MacMichael, Nicki Moore (observer).

Apologies: Sean Hyland-Mills, Kandi Ngataki and Matt Preston.

Meeting started at 6.20pm. Welcome Nicki Moore.

ADOPT THE AGENDA

Moved: A Kingi Seconded: C Betty

ACTION

DECLARATION OF INTEREST – None.

MINUTES OF THE PREVIOUS MEETING

Move the Minutes of the Meeting of 23 March 2021 as a true and correct record.

Moved: C Betty Seconded: A Kingi

Matters Arising:

- Car park issues being dealt with.
- Master plan to go ahead.
- VPN issue has been sorted.

PROPERTY REPORT

Matters Arising

- School gate congestion. PMO to contact Waikato District Council traffic person to observe both areas at 3.30pm (end of school day).
- Fire system always seems to have something wrong. Sprinkler system not working properly.
- Spent a lot of money on heat pump maintenance. A few broken and need replaced.
- Will continue monitoring electrical loads as a short-term solution. Estimate c.\$60k.
- Admin refurbishment badly needed as no change since 1974. Working through options with MOE. Total funding \$612, 756.68 but \$132,969.64 shortfall. Contingency of \$55,698.70 can go against shortfall. Needs to be underwritten. Playground also underwritten. Applied for funding. No longer have meetings in staff room as it is to be a wellbeing place for staff relaxation. This will be the most affected area if not done. John explained the options to underwrite up to \$40-50K. Board can afford this but it is large sum. The other option is to remove the staff room upgrade out of the equation. John would like to do this but we need to have input from all board members. In reply to a query from A Kingi, the plan for the staff room is that the kitchen area will be updated.

CB/PM

- The Board owns Te Atarua (c.1990s). It needs to be considered as it requires upkeep. This can be staggered. A plan will be done June/July for Admin and Te Atarua.
- Move that the Board underwrites the deficit of \$132,969.64.
Moved: C Betty Secoded: B Rowsell
- We cannot afford to upgrade P8, 9 & 10. It is cheaper to get new classrooms.

Move that the Property Report is accepted

Moved: C Betty Secoded: A Kingi

FINANCE REPORT & MINUTES – Finance Meeting Minutes tabled at meeting by Principal

Matters Arising

- Meet with ATA regarding purchase of First Aid kits.
- Anna asked about Chrome books during lockdown. Principal advised these were available under Level 3 as the school was open.
- School creating a BYOD plan for next year. Proposal to board first.

CB

Move that the Finance Reports/Minutes are accepted.

Moved: C Betty Secoded: A Kingi

PTA REPORT

Matters Arising

- Sheryl Tregurtha officially accepted the PTA Chair position.
- PTA Secretary, Leanne Rogers, has resigned. Julie Burton stood in for her at the April meeting.
- Although the PTA had mooted a possible date, the Principal confirmed that the official opening of the Adventure playground, which was part funded by the PTA, will not take place until after the playground is completed and installed.

Move that the PTA report be accepted.

Moved: C Betty Secoded: A Kingi

STUDENT REPORT

Matters Arising

- Students pleased with Board response to some of their requests. They will get a fridge from the gym foyer. This will be cleaned and moved by Year 13s in Term 2. Students still requesting the same things for uniform policy will be advised the decision now rests with senior management.
- Anna asked about the Uniform Policy review. John Everitt and Alison Fletcher are working on engagement with all the stakeholders. A survey will be sent to parents, students and staff this term. A proposal will be done for the board.
- Flagpoles have been installed.

JE

Move that the Student report be accepted.

Moved: B Rowsell Secoded: J Everitt

CORRESPONDENCE

*Item #1 - Therapy Dog Proposal – Zoe Saunders, Part-time Guidance Counsellor (see **General Business**).*

Moved that the inward correspondence be accepted and the outward be confirmed.

Moved: C Betty Seconded: A Kingi

PRINCIPAL'S REPORT

- This Year 7 camp was held at Chosen Valley in the Hunua Ranges. The venue was changed from the usual Kokako Lodge due to the cost. Most of the Year 7s attended and student feedback was good. With an increasing roll, we will continue with Chosen Valley in future.
- Junior College is well organized for Market Day on the afternoon of Friday 14 May. Board members are encouraged to attend. Board
- Our second NZQA Teacher Only day is Thursday 13 May. This is an MOE mandated day with a focus on *Mana Orite mo te Matauranga Maori* and *Strengthening Literacy & Numeracy and Te Reo Matatini me Te Pangarau*.
- Move that the Board confirms the appointment of Renay Kippen to HLA Technology (3MU & 1MMA) commencing 3 May 2021.
Moved: C Betty Seconded: A Kingi
- Move that the Board confirms the appointment of Julie Burton to Acting Head of Physical Education/Health commencing 3 May 2021.
Moved: C Betty Seconded: B Rowsell
- We are working on a BYOD plan to be introduced in 2022.
- Principal will prepare the final UK Tour financial statements in next couple of days. CB
- Roll count at 29 March is 758.
- Enrolment Zone process to be ready for Term 3. CB/AF
- We are prepared for the introduction of the School Lunch programme.

Move that the Principal's report be accepted.

Moved: C Betty Seconded: A Kingi

GENERAL BUSINESS

1. Strategic Plan – Annual Plan – Charter

Reporting system changing next year. NCEA changes explained to Board by John Everitt.

Move the Boards confirms the Charter and the Annual Plan

Moved: C Betty Seconded: E Kazakevich

2. Analysis of Variance and Kiwi Sport 2020

Move the Boards confirms the Analysis of Variance and the Kiwi Sport 2020.

Moved: C Betty Seconded: A Kingi

3. Therapy Dog Proposal – Zoe Saunders, Part-time Guidance Counsellor.

Zoe Saunders emailed a proposal (see *Correspondence #1*) to allow her Cocker Spaniel dog to be at school to provide therapy for students. Zoe noted the physiological, mental and emotional benefits. The Board members had read the proposal prior to the meeting.

Move the Board accepts the proposal for a therapy dog at school.

Moved: A Kingi Seconded: B Rowsell

Nicki Moore left the meeting as this point (7.35pm).

The Principal thanked Nicki for sending her profile and for attending the meeting.

Move into committee at 7.35pm.

Whilst in committee, the Board discussed matters according to the In-Committee minutes.

Move out of committee at 7.45pm.

Meeting finished at 7.50pm.

Next meeting: **Tuesday 25 May 2021 at 6pm**