

Tuakau College Board Minutes 28 June 2022 via Zoom Audio Recording

Present: Sean Hyland-Mills, Chris Betty, John Everitt, Ashley Jacobs, Elena Kazakevich, Anna-Marie Kingi, Kandi Ngataki, Matt Preston, Emma Lang and Peter Moody.

Apologies: Nicki Moore (arrived later), Lesley MacMichael.

Absent: None

Start: 6.00pm Finish: 7.30pm

	DISCUSSION	ACTIONS	WHO	DATE
AGENDA	Adopt the Agenda. S Hyland-Mills: I motion for the board to adopt the agenda. M Preston: I second this motion. <i>CARRIED: ALL</i>			
KARAKIA	Chris Betty			
DECLARATION OF INTEREST	K Ngataki stated declared interest in policy on Extra Co-Curricular and the school ball. To discuss In-Committee.			
MOVE THE MINUTES OF 31 MAY 2022	C Betty: I move the Board accepts the minutes of the meeting of 31 May 2022. E Kazakevich: I second this motion <i>CARRIED: ALL</i>			
MATTERS ARISING FROM MINUTES OF 31 MAY 2022	<ul style="list-style-type: none"> C Betty and A Jacobs met with Steve Hayes (auditor) to draft notes for Financial Statements. These have been sent to Steve. We have done the work at our end and are now waiting to hear from the Office of the Auditor General. C Betty is starting his research on the use of cellphones in school. N Moore suggested a declarative statement is removed from the Minutes of 26 April 2022. C Betty: I move the statement is removed. A Kingi: I second this motion. Move the Board Minutes of 31 May 2022. C Betty: I move the board confirms the minutes of the meeting of 31 May 2022. K Ngataki: I second this motion. 	Research use of cellphones Statement removed.	C Betty C Betty	For 26/7 meeting

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<p>MATTERS ARISING FROM MINUTES OF 31 MAY 2022 <i>Continued/</i></p>	<ul style="list-style-type: none"> • Thanked John for getting phone policies from Waiuku. C Betty received info also from Te Puke High School. Also ban on cellphones at Auckland Grammar and Auckland Diocesan. • Chris has still to meet with Donna (Canteen). He is working on it. • Student Rep – korero/karakia in all classes. Chris has to address with all staff. • John asked if Board resolved specifics? Chris said it would be taken back to the staff. • Noted that A Jacobs Teacher Study Awards letters of support had been sent. • The board moved that the school should continue to wear masks over winter (Term 3). K Ngataki: I move the board confirms the motion. C Betty: I second this motion. CARRIED ALL • K Ngataki attended Treaty of Waitangi haerenga. Look at plan for staff to learn more. • Kandi registered to attend NZSTA conference, along with Elena, Anna? Will go with Tuakau Primary and share costs as per last year. Already agreed. • Election planning for October. Please note Jess Paton was appointed as Returning Officer on 8 July 2022 (see <i>Correspondence</i>). 			
<p>HEALTH & SAFETY REPORT</p>	<ul style="list-style-type: none"> • Kandi asked about staff and First Aid Certificates, as well as EpiPens for students. Principal has addressed these in policies. Concern over cost of First Aid courses. C Betty: I move the H&S Report. S Hyland-Mills: I second this motion. <i>CARRIED ALL.</i> 			
<p>PROPERTY REPORT</p>	<ul style="list-style-type: none"> • Admin building upgrade blessing held at dawn on Wednesday 29 June, along with the replacement of Jacque Hema memorial carving. • Kandi asked if we will gift Te Atarua to the MOE. Chris met with MOE advisor and asked the question. It is a long process and the MOE may not want them. C Betty: I move the Property Report. S Hyland-Mills: I second this motion. • <i>CARRIED ALL.</i> 			

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FINANCE REPORT & MINUTES	<ul style="list-style-type: none"> A Jacobs ran through two months of Finance reports. 25% of the year has gone. Some staff have been moved to Ops Grant funding to cover agreed overstaffing for 2022. We are using <i>Turf Tech</i> until a groundsman is appointed. <p>A Jacobs: I move the Finance Minutes and Reports. C Betty: I second this motion. <i>CARRIED ALL.</i></p>			
POLICY COMMITTEE	<ul style="list-style-type: none"> C Betty has set up dates and times to review policies monthly. Next week will be Behaviour Management policy. Had a few problems getting reviews. Discussed good practice. Sent to staff and board. Look at review link to give feedback. Recommendations about changes to policy. Epipens/asthma inhalers – students bring their own to school and know how to use them. Online booklet with medical information to be done and will be in Teachers Shared folder. Principal will check with nurse on upgrading staff. Nicki offered to send list of external providers. Policies are on 3-year review schedule and can be reviewed any time. Monitor feedback. <p>C Betty: I move the Policy Minutes. K Ngataki: I second this motion. <i>CARRIED ALL.</i></p>		C Betty	
STUDENT REPORT	<ul style="list-style-type: none"> Emma read out her report [Apologies from L MacMichael who was unaware that it had been sent via Google mail.] Suggested mentoring stood down students to help reduce numbers. Ongoing problems with litter plastic waste, recycling, etc. Y7&8 enviro group could get involved. Sean suggested contacting Waikato District Council (W.D.C.) or Jacqui Church to discuss. <p>E Lang: I move the Student Report K Ngataki: I second this motion. <i>CARRIED ALL.</i></p>	<p>Reduce litter by involving students. Mentor stood down student to help reduce stand downs.</p> <p>Contact W.D.C or Jacqui.</p>	<p>C Betty</p> <p>S Hyland-Mills</p>	
INWARD CORRESPONDENCE	<ol style="list-style-type: none"> Move to approve Heather Clarke’s leave without pay for 5 days. K Ngataki: I move the above leave is approved. 			

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	<p>A Kingi: I second this motion. <i>CARRIED ALL.</i></p> <p>2. Blue Light notification of student non-enrolment.</p> <p>3. Move to approve Preet Mistry's leave 1-8 July to travel to India as her mother is unwell.</p> <p>C Betty: I move the above leave is approved.</p> <p>A Kingi: I second this motion. <i>CARRIED ALL.</i></p> <p>4. Move to accept Michelle Van Der Byl's resignation, effective 9 July 2022.</p>	Confirmation letter to send	L MacMichael	
OUTWARD CORRESPONDENCE	<p>1. C Roodbeen confirmation of resignation letter sent 2 June 2022.</p> <p>C Betty: I move that the inward and outward correspondence is confirmed.</p> <p>S Hyland-Mills: I second this motion. <i>CARRIED ALL.</i></p>	Letter sent.	L MacMichael	2 June
PRINCIPAL REPORT	<ul style="list-style-type: none"> On 30 May, Chris Betty and John Everitt discussed creating a special enrolment for outside the zone for students who want to do bilingual in Years 9-13. John questioned why we need to do this? There is a meeting at Pukekohe North. They will be looking at pathways for Years 9-13 bilingual education. No further action required here. New staff member, Mrs Venter arrived 9 June and is doing well. Congratulation letters to Y7 Ava Wilson and Y8 Avia Stewart for their Speech Finals. Update on curriculum. HODS reporting back to Alison Fletcher on possible timetable changes for next year. More information at next board meeting. All 2023 Deans' roles advertised and to be interviewed. Take a hard line on verbal abuse of staff. Still working on restorative practices. Move the Board approves the AOV, KiwiSport AOV, Updated Charter and Annual Plan. <p>C Betty: I move that the above documents are confirmed.</p> <p>S Hyland-Mills: I second this motion. <i>CARRIED ALL</i></p> <p>C Betty: I move that the Principal's Report is confirmed.</p> <p>A Kingi: I second this motion. <i>CARRIED ALL</i></p>	<p>Letters sent.</p> <p>Update for BOT.</p>	<p>L MacMichael</p> <p>C Betty</p> <p>C Betty</p>	26 July

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<p>GENERAL BUSINESS</p>	<p>1. <u>Tuakau College Charter and Plan.</u></p> <p>2. <u>Update on Mask Wearing for Tuakau College.</u></p> <p>From Monday 30 May, all staff and students must wear masks in class, at assembly, indoors and on school buses. This is a Tuakau College (not MOE) decision to stem an increase in Covid-19 cases in South Auckland so we can protect students and staff and hopefully avoid rostering home students. An email was sent to parents/caregivers.</p> <p>C Betty: I move that board approves the above. A Kingi: I second this motion.</p> <p>3. <u>NZSTA Board Election Planning for October 2022.</u></p> <p>Need to start thinking about recruiting new trustees to the board. Encouraged board members to “shoulder tap”. Discussed options for current members. We need to appoint a returning officer as Christine Yeager has resigned from the position. Kandi Ngataki has information on options which she will send to Lesley MacMichael. Voting opens in the September school holidays. There is an option for electronic voting.</p> <p>Kandi and Anna to attend Treaty of Waitangi workshops at Waitangi and send the Principal information for reimbursement.</p> <p>Kandi Ngataki keen to attend NZSTA Conference in October. Put in claim in for reimbursement.</p> <p>Student Rep Election in October.</p> <p>Meeting closed at 7.30pm</p>	<p>Board to read.</p> <p>Ongoing</p> <p>Reimbursement info.</p>	<p>Board members</p> <p>Kandi & Anna</p>	<p>28 June</p> <p>Ongoing</p>
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<p>IN COMMITTEE</p>	<p>Moved In Committee at 7pm. Moved: A Kingi Seconded: M Preston</p> <p>Moved Out of Committee at 8pm Move that the Meeting finished at 8pm. Moved: C Betty Seconded: S Hyland-Mills</p> <p>CARRIED: ALL C Betty: Karakia</p>			
	<p>Next meeting: Tuesday 26 July 2022</p>			