



Present: C Betty (Principal), N Moore, E Kazakevich, K Ngataki (arrived at 6:10pm), A Tocker, E Mouton, M Preston, J Paton (Principal's PA)

Visitors to Meeting: A Jacobs (Deputy Principal)

Apologies: T Potts (Staff Representative), S Hyland-Mills

Absent: None

Start: 5:58pm **Finish: 7:18pm**

In the absence of the Board Chair and Deputy Chair, the Board agreed that N Moore chair the meeting.

Moved: C Betty **Seconded: M Preston**

The Board agreed that A Jacobs, Deputy Principal, could be at the meeting.

The Board noted that J Everitt was sent an invitation to attend the November Board meeting (see In Committee minutes) however he declined.

AGENDA		
Adopt the Agenda.		
Moved: N Moore	Seconded: C Betty	Carried: All

KARAKIA
C Betty

DECLARATION OF INTEREST
None

MINUTES OF 25 OCTOBER, 2022 MEETING		
<i>Matters Arising</i>	<i>Actions</i>	<i>Update</i>
None		
C Betty moved the Board accepts the Minutes of the Board Meeting of 25 October, 2022.		
Moved: C Betty	Seconded: E Kazakevich	Carried: All

HEALTH AND SAFETY REPORT		
<i>Matters Arising</i>	<i>Actions</i>	
None		
C Betty moved the minutes of the Health and Safety Report.		
Moved: C Betty	Seconded: M Preston	Carried: All

PROPERTY REPORT		
<i>Matters Arising</i>	<i>Actions</i>	
None		
C Betty moved the minutes of the Property Report.		
Moved: C Betty	Seconded: N Moore	Carried: All

FINANCE REPORT		
<i>Matters Arising</i>	<i>Actions</i>	
A Jacobs explained that September and October were covered in this meeting. A Jacobs read out the minutes.		
September <ul style="list-style-type: none"> E Kazakevich queried how AIMS and Netball weren't self-funded if they were supposed to be? A Jacobs explained that it's to do with parents ending automatic payments before things have been fully paid and that himself, P Moody and the Sports Co-ordinator will have discussions around this in the future. 		
October <ul style="list-style-type: none"> A Jacobs explained further about the meeting had with restaurants 'Elsies' and 'Bullrider' regarding funding for our school. These restaurants have dropped NZCT for their pokie machine takings and they have taken on Manukau Charitable Trust. They requested that we apply as much as we can and they will ensure our applications are considered. He noted that we have put in an application for Year 7 Camp so that every single kid can go. C Betty moved that the Board confirms the resolution for Tuakau College to apply to Grassroots Trust for funds not exceeding \$35,000 towards costs of the Year 7 Camp at Camp Adair, Hunua. Moved: C Betty Seconded: S Hyland-Mills Board approved this motion. C Betty moved that we apply to the Counties Manukau Trust for funds not exceeding \$45,000 towards the cost of a new Electronic Sign. Moved: C Betty Seconded: E Kazakevich 		
A Jacobs moved the minutes of the Finance Report.		
Moved: A Jacobs	Seconded: E Mouton	Carried: All

K Ngataki arrived at 6:10pm.

POLICY REPORT		
<i>Matters Arising</i>	<i>Actions</i>	
C Betty explained that anybody can go online and review the policies (https://www.tuakaucollege.com/planning-policies-and-procedures)		
<ul style="list-style-type: none"> In response to N Moore's queries in the minutes of the Policy Meeting, C Betty explained that the Nurse is currently doing an audit on First Aid kits. He said they are around the school in departments and N Moore queried whether student leaders know where they are or not. C Betty said most of the kids don't as they know to go straight to the School Nurse. C Betty said we will need to talk to Harrison Tew about where they are located around the school. 		

<ul style="list-style-type: none"> A Tocker suggested having an annual audit of Health and Safety. He said at a governance level this would be good to have. C Betty explained that there is a Health and Safety Committee, P Moody (Executive Manager) and a Staff Health and Safety Representative). A Tocker mentioned there is a 'Safe +' Audit on Worksafe. E Mouton said that the School Nurse used to do a small First Aid course with some of the students and wondered if this still happened. C Betty explained that drug and alcohol programmes are taught in our Health classes and that the Stand Up programme is for kids identified by the Guidance team as having whaanau with drug and alcohol at home. N Moore suggested tweaking the policy to include this information. 	<ul style="list-style-type: none"> C Betty to speak to P Moody about this C Betty to speak to the School Nurse about the function of the Health Council
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C Betty moved the minutes of the Policy Report.

Moved: C Betty

Seconded: K Ngataki

Carried: All

PTA REPORT

Matters Arising

Actions

None

C Betty moved the minutes of the PTA Report.

Moved: C Betty

Seconded: A Tocker

Carried: All

STUDENT REPORT

No Student Representative report.

CORRESPONDENCE

Inward

Outward

- Waikato District Council Response Letter re: vaping (8 Nov, 2022)
- P Courtney resignation letter (7 Nov, 2022)
Move to confirm the above resignation, with regret.
Moved: C Betty Seconded: E Mouton
- T Wijdeven Request for Leave Letter (10 Nov)
Move to accept the leave request as leave without pay.
Moved: C Betty Seconded: K Ngataki
- Paid Union Meeting Notification Email (4 Nov)
- Resist Gender Education Email to Board (15 Nov)

- A Kingi Letter of Thanks (31 Oct, 2022)
- S Prakash Confirmation of Resignation Letter (31 Oct, 2022)
- T King Confirmation of Resignation Letter (31 Oct, 2022)
- T Te Kaute Letter of Thanks (31 Oct, 2022)
- R Driver Letter of Thanks (31 Oct, 2022)
- J Salisbury Congratulations Letter (31 Oct, 2022)

Late Correspondence

- J Hawke Resignation Letter (28 Nov)
Move to confirm the above resignation, with regret.
Moved: C Betty Seconded: E Mouton
- J Preston Earrings Letter (29 Nov)

Matters Arising	Actions	
<ul style="list-style-type: none"> C Betty read out the Earrings Letter from J Preston and stated that this could be an addition to the policy. K Ngataki noted that this would need to be only for special occasions. A Tocker suggested that someone would need to seek approval prior to an event/special occasion for this to happen. 	<ul style="list-style-type: none"> C Betty to draft a policy addition for the December Board meeting. 	
Moved that the inward be accepted and the outward be confirmed: C Betty	Seconded: K Ngataki	Carried: All

PRINCIPAL'S REPORT		
Discussion	Actions	Update
<ul style="list-style-type: none"> Move that the Board send letters of congratulations to the following Senior Prizegiving winners: Rhianna Barker (Dux) Lilia Horlacher (Proxime Accessit) Samantha Smith (Rangipokaia Shield) Sarah Muller (Year 12 Academic Overall) Jai Harvey (Year 11 Academic Overall) Tangaroa (Winning Whare 2022) Devon Brown (Head Student 2023) Wil Ryan (Head Student 2023) Sarah Muller (Head Student 2023) Caitlin Lees (Head Student 2023) 	<ul style="list-style-type: none"> J Paton to send letters 	<ul style="list-style-type: none"> Completed
Moved: C Betty	Seconded: K Ngataki	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the adjustment of Ngaire Law's (Teaching Assistant) hours from 21.33 hours per week to 26.67 hours per week, commencing 31st January, 2023. 		
Moved: C Betty	Seconded: K Ngataki	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the adjustment of Ma'ata Vakalahi's (Teaching Assistant) hours from 21.33 hours per week to 26.67 hours per week, commencing 31st January, 2023. 		
Moved: C Betty	Seconded: M Preston	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Preeti Chahar to the permanent part-time position of Science Teacher, commencing 24th January, 2023. 		
Moved: C Betty	Seconded: K Ngataki	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm Michael Bennett as a Music Itinerant with 5 hours per week for 2023. 		
Moved: C Betty	Seconded: M Preston	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm Neil Williamson as a Music Itinerant with 3.33 hours per week for 2023. 		
Moved: C Betty	Seconded: M Preston	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm Joseph Anderson as a Music Itinerant with 3.33 hours per week for 2023. 		
Moved: C Betty	Seconded: E Kazakevich	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Adrian Clark to the position of Attendance Officer for the North Waikato Attendance service commencing 31st January 2023 to 30th December 2025. 		
C Betty said that there would be more information in his December report about Kaahui Ako.		
Chris Betty moved his Principal's Report.		
Moved: C Betty	Seconded: A Tocker	Carried: All

GENERAL BUSINESS		
<i>Discussion</i>	<i>Actions</i>	
<ul style="list-style-type: none"> With the Student By-election coming up at the start of 2023 we need to confirm the Returning Officer for that. <p>C Betty moved that Jess Paton is the Returning Officer for the Student By-election in 2023.</p> <p>Moved: C Betty Seconded: K Ngataki</p>		
<ul style="list-style-type: none"> Confirm that the Board approves a payment of \$40 per head for the Tuakau College Staff Christmas function. <p>Moved: C Betty Seconded: K Ngataki</p>		
<ul style="list-style-type: none"> M Preston queried when information about no cell phones at school in 2023 would be pushed out. C Betty said that a feature on this would be published in the November e-Bulletin (sent out on Wed 30 Nov) and it would go on our electronic sign. M Preston suggested using the saying "Phone free 2023." 		
<ul style="list-style-type: none"> N Moore thanked the Board for letting her attend the 'Journey to Tiriti' Board PLD event earlier in the month – she said it was awesome and she would highly recommend. 		
Moved: C Betty	Seconded: M Preston	Carried: All

IN COMMITTEE		
At 7:05pm		
Moved into committee: N Moore	Seconded: C Betty	Carried: All
At 7:18pm		
Moved out of committee: N Moore	Seconded: C Betty	Carried: All

KARAKIA MUTUNGA
C Betty

Board Meeting finished at 7:18pm.

NEXT MEETING
Wednesday 14 th December, 2022 at 5:30pm.