

Tuakau College Board Minutes 14 December 2021

Meeting held in the i-Hub.

Present: Chris Betty, Anna-Marie Kingi, Matt Preston, Nicki Moore*, Kandi Ngataki, Elena Kazakevich, John Everitt

Apologies: Sean Hyland-Mills, Brearna Rowsell and Lesley MacMichael.

***Note:** Nicki Moore arrived later in the meeting due to a traffic jam.

Start: 6.00pm

Finish: 7.00pm

AGENDA	DISCUSSION	ACTIONS	WHO	DATE
	Anna-Marie Kingi will act as Board Chair for this meeting.			
AGENDA	C Betty: Modified the Agenda and added extra correspondence and Fees Schedule. J Everitt: I motion for the board to adopt the agenda. A Kingi: I second this motion. CARRIED: ALL			
PRAYER	Chris Betty			
DECLARATION OF INTEREST	None.			
MINUTES OF 30 NOVEMBER 2021	C Betty: I move the Board accepts the minutes of the meeting of 30 November 2021. J Everitt: I second this motion CARRIED: ALL			
MATTERS ARISING FROM MINUTES OF 30 NOVEMBER 2021	<ul style="list-style-type: none"> Principal to send letter of thanks to Brearna Rowsell, Student Board Rep. P.E.B.* email dated 24 Dec 2021 from PPTA to Board Chair. Principal to plan through to 1st January 2022 (* P.E.B. = <i>Publicly Excluded Business</i>). Principal to meet Head Students next week/early Term 1 2022 to plan what to do. Music Itinerants to be done early next year. Principal to follow up on policies and set up meetings. Assistant Principal positions have been advertised. 	Principal to send letter. Principal to follow up. DP to meet students. Music Itinerants. Follow up on policies. Follow up.	CB CB AJ CB CB	By 1 Dec By 1 Dec T1 2022 T1 2022

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COMMITTEE REPORTS	No Property, H&S, Finance, Policy, Personnel, PTA, Student or other reports.			
CORRESPONDENCE	<p>1. Ombudsman email to Board Chair dated 3 Dec 2021. Query re audited accounts/documentation from auditors. Principal had phone call from Carmel Riordan and email from auditors. Letter should have been sent to us a long time ago.</p> <p>2. Student Rep Board Elections email dated 3 Dec 2021.</p> <p>The important dates for the elections are: Call for nominations 18 Feb. Close nominations 11 Mar. Election Day 13 Apr. In the meantime, we will invite head students to board meetings (no vote).</p>	Principal thanked board for dealing with these matters.	CB	
OUTWARD CORRESPONDENCE	<p>3. G Taylor acknowledgement of resignation dated 2 December 2021.</p> <p>4. C Stilwell acknowledgement of resignation dated 2 December 2021.</p> <p>5. Letter from Board Chair to Ombudsman dated 3 December 2021.</p> <p>6. Letter from Board Chair to G Jensen dated 5 October 2021.</p> <p>7. Letter from Board Chair to G Jensen dated 28 October 2021.</p> <p>8. Letter from Board Chair to G Jensen dated 2 September 2021.</p> <p>9. Email to Board Chair from PPTA dated 24 December 2021. (P.E.B.)</p>	<p>All acknowledgement letters done.</p> <p>In Committee</p>	<p>CB</p> <p>Board</p>	14 Dec 2021
	<p>C Betty: I move the inward and outward correspondence be accepted.</p> <p>K Ngataki: I second this motion</p> <p>CARRIED: ALL</p>			
PRINCIPAL REPORT	Principal outlined process done for Covid case in Biology exam. Five close/casual contacts given instructions to monitor and stay home. Information goes to Health department.		CB	
	Principal ran through the Junior, Middle and Senior Prizegiving awards. We will collate exam results for top scholar awards. UEGs for seniors have increased considerably. Send letters of congratulations to major prizewinners, top students.	Letters to major prizewinners and top students.	LM	Done.
	Discussed outdoor education participation and vaccine passports. Peter Moody will be looking at the policies for students and OETC.	Look at Student/OETC policy.	PM	

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	<p>Move to confirm the appointment of Te Reo Maori teacher, Tania Te Kaute, 25 January 2022. C Betty: I move the above appointment. K Ngataki: I second this motion CARRIED: ALL</p>			
	<p>Move to confirm the appointment of English teacher, Natasha Ah Tune, 25 January 2022. C Betty: I move the above appointment. K Ngataki: I second this motion. CARRIED: ALL</p>	<p><u>Post meeting note:</u> Natasha Ah Tune resigned from Technology role due to family ill health.</p>	CB	
	<p>Assistant Principal appointments have been advertised. Timeline is: Applications open 8 December 2021 and close (including referee reports) Friday 11 February 2022 at 12pm. Shortlist meeting 16 February at 6pm. Referee checks on shortlisted candidates completed by Wednesday 23 February. Shortlist presentation Friday 25 February at 5pm. Formal interviews Saturday 26 February. Position starts Term 2 2022. Board – please put these dates in your diaries!</p>	<p>Diarise the dates for Assistant Principal applicants.</p>	<p>Board to diarise. LM to email dates to board.</p>	<p>LM emailed timeline to Board 4/2/22</p>
	<p>Board was asked for their preferred title for the two new Assistant Principals. Board decided unanimously on Assistant Deputy Principal. Move to change title for the present Assistant Principal to Assistant Deputy Principal K Ngataki: I move the above title change. M Preston: I second this motion CARRIED: ALL</p>			
	<ul style="list-style-type: none"> • Challenge Course second stage completed. • Admin block refurbishment started and due to be completed by end of Term 1 2022. • Te Atarua sliding doors removed and will be replaced with soundproof doors. • Admin and SLT rehoused around the college. 			End T1
	<ul style="list-style-type: none"> • Roll as of 13 December 2021 = 775 • Whare – need to do master plan. • J Hema carving has been repaired but not installed yet. Will do in new year. 			

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	<p>C Betty: I move my report. M Preston: I second this motion CARRIED: ALL</p>			
<p>GENERAL BUSINESS</p>	<ul style="list-style-type: none"> • Went through Fees Schedule. Pukekohe bus is subsidised. Look at removing bus and work with council with regard to the <i>Bus It</i> – see if it can arrive early and leave later. Keep as is at the moment. • Subject charges are for “take home” components which are optional. Staff should not be reliant on these for their courses. No/little increase. • Sports/Activity fees + Year 7 Camp. • John queried Geography – should be optional. To be corrected with Accounts Office. • Principal moved amendment to Geography trips in subject charges. Need to be removed as optional. <p>C Betty: I move that the Fees Schedule 2022 be approved. K Ngataki: I second this motion CARRIED: ALL</p> <p>Meetings finished at 7pm. No In Committee Meeting. Next meeting: Tuesday 22 February 2022</p>			