



Present: C Betty (Principal), S Hyland-Mills, T Potts (Staff Representative), N Moore, E Kazakevich, K Ngataki, A Tocker, E Mouton, J Paton (Principal's PA)

Visitors to Meeting: A Jacobs (Deputy Principal)

Apologies: M Preston

Absent: None

Start: 6:00pm **Finish: 7:33pm**

S Hyland-Mills welcomed the new Board members on to the Board and discussed how the Tuakau College Board operates. The Board agreed that A Jacobs, Deputy Principal, could be at the meeting.

AGENDA		
K Ngataki asked to add in NZSTA Conference under General Business.		
Adopt the Agenda.		
Moved: S Hyland-Mills	Seconded: K Ngataki	Carried: All

KARAKIA
C Betty

DECLARATION OF INTEREST
None

MINUTES OF 27 SEPTEMBER, 2022 MEETING		
<i>Matters Arising</i>	<i>Actions</i>	<i>Update</i>
Errors in Minutes: <ul style="list-style-type: none"> The September Board minutes stated we moved the minutes of the July meeting, when it should read 'August' meeting. Under 'Matters Arising' for Board minutes of August meeting it incorrectly stated that N Moore would provide a list of providers for Treaty of Waitangi PLD. It should say that K Ngataki will provide list of providers. N Moore would provide First Aid providers. Under the 'Principal's Report' K Ngataki's name was spelled incorrectly. 	<ul style="list-style-type: none"> J Paton to update J Paton to update J Paton to update 	<ul style="list-style-type: none"> Completed Completed Completed
<ul style="list-style-type: none"> The action point for the Health and Safety Report 5YA Approval was questioned. C Betty confirmed we are still awaiting MOE approval. 		
<ul style="list-style-type: none"> Student Representative on the Board has resigned, which means a by-election has to be held. C Betty discussed waiting until February next year to run the by-election as if we ran one this year it would be during NCEA exams when our senior students aren't at school. 	<ul style="list-style-type: none"> J Paton to organise timeline 	<ul style="list-style-type: none"> Completed

<ul style="list-style-type: none"> Letter of thanks to A Kingi for her time on the Board 	<ul style="list-style-type: none"> J Paton to send letter to A Kingi 	<ul style="list-style-type: none"> Completed
Moved: C Betty	Seconded: K Ngataki	Carried: All

HEALTH AND SAFETY REPORT

No meeting, no report.

PROPERTY REPORT

Matters Arising

- On Wednesday 26th October staff will have training around lockdown procedures – Harrison Tew (the outside provider) is coming in to speak to the staff. E Mouton queried whether it will be explained to people how it would work. C Betty said information will go to the community and would be published over time. K Ngataki said that clear communication to the community is so important.
- Rent review of school house will come up in the next Property meeting. P Moody received a report last week about if the house fits in the guidelines of a 'Healthy Home' or not.

Actions

Moved: C Betty

Seconded: S Hyland-Mills

Carried: All

FINANCE REPORT

No meeting, no report.

C Betty noted that the Finance report was sent through late in the day (Tuesday 25th October) and that this would be combined with the November meeting.

POLICY REPORT

No meeting, no report.

STUDENT REPORT

No Student Representative report.

CORRESPONDENCE		
Inward	Outward	
<ol style="list-style-type: none"> 1. Tipene Thompson (student) request for leave letter (17 Oct, 2022) Move to accept the leave request. 2. P.E.B Overpayment of staff member (11 Oct, 2022) Move to agree to write off the overpayment. Moved: C Betty Seconded: K Ngataki 3. S Prakash resignation email (14 Oct, 2022) Move to confirm the above resignation, with regret. Moved: C Betty Seconded: S Hyland-Mills 4. L Heaslip Student Representative Withdrawal email (19 Oct, 2022) 5. Andrew Bayly Response to E Lang Vaping Letter (19 Oct, 2022) 	<ol style="list-style-type: none"> 1. L MacMichael acknowledgement of resignation letter sent (4 Oct) 2. L Ramsay acknowledgement of resignation letter sent (4 Oct) 3. M Williams confirmation of Leave Request email letter sent (4 Oct) 4. S Davies confirmation of Leave Request email letter sent (4 Oct) 5. L Shaw congratulations email letter sent (4 Oct) 6. J Hawke congratulations email letter sent (4 Oct) 7. E Lang (Student Rep) letter to Jacqui Church (11 Oct) 8. E Lang (Student Rep) letter to Tuakau Business Association (11 Oct) 9. E Lang (Student Rep) letter to Waikato District Council (11 Oct) 10. E Lang (Student Rep) letter to Andrew Bayly (11 Oct) 11. Board letter of support (re: Student Representative vaping letter) (11 Oct) 	
Late Correspondence		
<ol style="list-style-type: none"> 1. T King resignation email (24 Oct, 2022) Move to confirm the above resignation, with regret. Moved: C Betty Seconded: E Mouton 2. Letter from J Preston and L Shaw regarding Reo Rua classes (25 Oct, 2022) 		
Matters Arising		
The Principal explained that we removed 10R because there was only 13 students in this class BUT after discussing this with Māori staff and students and parental feedback, we are reconsidering having 10R with increasing numbers to at least 20 students. C Betty will give feedback to Māori staff as well as work out a solution if 10R is reinstated.		
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"> Talked about Te Aataakura's work with the staff as part of their Tikanga Māori professional learning. K Ngataki queried having karakia in class and C Betty said this is something we are planning on doing in the future. C Betty also discussed the Te Reo Māori courses happening at the college next year for adults. <p>Move that the Board sends a letter of thanks and appreciation to Te Ataakura Te Kaute for her work with the staff and the Māori language course and professional learning she has provided.</p>	<ul style="list-style-type: none"> J Paton to send letter 	<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 approve the EOTC Year 8 Camp to Port Waikato on 30th November, 2022. 		
Moved: C Betty	Seconded: K Ngataki	Carried: All
<ul style="list-style-type: none"> Move that the Board approve the EOTC Year 9 Camp to the Pinnacles on 23rd November, 2022. 		
Moved: C Betty	Seconded: A Tocker	Carried: All
<ul style="list-style-type: none"> Move that the Board approve the EOTC Year 10 Camp to Waihi on 28th November, 2022. 		

Moved: C Betty	Seconded: S Hyland-Mills	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Ashley Palmer to the fixed-term fulltime maternity position of Social Science/Business, commencing 24th January 2023 and then in 2024 to a permanent full-time position. 		
Moved: C Betty	Seconded: A Tocker	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Kamal Medabala to the fixed-term fulltime paternity position of English, commencing 24th January 2023 to August 2023 and then for the rest of 2023 as a full-time permanent teacher. 		
Moved: C Betty	Seconded: E Kazakevich	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the offer of 26.67 hours per week to Marie Cowan, a Teaching Assistant, commencing 31st January, 2023. 	<ul style="list-style-type: none"> J Paton to send letter 	<ul style="list-style-type: none"> Completed
Moved: C Betty	Seconded: S Hyland-Mills	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the offer of 26.67 hours per week to Fiona Proctor, a Teaching Assistant, commencing 31st January, 2023. 	<ul style="list-style-type: none"> J Paton to send letter 	<ul style="list-style-type: none"> Completed
Moved: C Betty	Seconded: E Kazakevich	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the offer of 26.67 hours per week to Donna Van der Heyden, a Teaching Assistant, commencing 31st January, 2023. 	<ul style="list-style-type: none"> J Paton to send letter 	<ul style="list-style-type: none"> Completed
Moved: C Betty	Seconded: N Moore	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the offer of 26.67 hours per week to Rosina De Thierry, a Teaching Assistant, commencing 31st January, 2023. 	<ul style="list-style-type: none"> J Paton to send letter 	<ul style="list-style-type: none"> Completed
Moved: C Betty	Seconded: E Mouton	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the offer of 21.33 hours per week to Ngaire Law, a Teaching Assistant, commencing 31st January, 2023. 	<ul style="list-style-type: none"> J Paton to send letter 	<ul style="list-style-type: none"> Completed
Moved: C Betty	Seconded: A Tocker	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the offer of 21.33 hours per week to Margaret Van Kan, a Teaching Assistant, commencing 31st January, 2023. 	<ul style="list-style-type: none"> J Paton to send letter 	<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 offer of 21.33 hours per week to Ma'ata Vakalahi, a Teaching Assistant, commencing 31st January, 2023. 	<ul style="list-style-type: none"> J Paton to send letter 	<ul style="list-style-type: none"> Completed
Moved: C Betty	Seconded: T Potts	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the offer of 20 hours per week fixed term (due to OT hours) to Kelly Anderson, a Teaching Assistant, commencing 31st January, 2023. 	<ul style="list-style-type: none"> J Paton to send letter 	<ul style="list-style-type: none"> Completed
Moved: C Betty	Seconded: S Hyland-Mills	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Sjan Partington to the permanent full-time position of Science Technician, 20 hours per week, term time only, commencing 31st October, 2022. 		
Moved: C Betty	Seconded: E Mouton	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Sifiso Dzadya to the long term Deans appointment from 8th February to August, while M Williams is on paternity leave. 		
Moved: C Betty	Seconded: T Potts	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Phyllis Toto to the position of Te Reo Māori teacher, commencing 24th January, 2023. 		
Moved: C Betty	Seconded: S Hyland-Mills	Carried: All
<ul style="list-style-type: none"> Move that the Board send Robyn Driver a letter of thanks for the work she has done with the Kāhui Ako 	<ul style="list-style-type: none"> J Paton to send letter 	<ul style="list-style-type: none"> Completed

and wish her the best in her new position outside of education.		
Moved: C Betty	Seconded: N Moore	Carried: All
<ul style="list-style-type: none"> Move that the Board send Jono Salisbury a letter of congratulations for becoming the lead Principal of the Kāhui Ako and wish him the best in his new position. 	<ul style="list-style-type: none"> J Paton to send letter 	<ul style="list-style-type: none"> Completed
Moved: C Betty	Seconded: N Moore	Carried: All
C Betty discussed roll growth and the use of classrooms next year – there will be some spaces added as classrooms that currently aren't utilised as classrooms.		
C Betty discussed money received for Tutoring programme. E Kazakevich voiced concerns about Education Perfect not providing a lot of learning unless the teacher is there.		
C Betty discussed the upcoming Board Christmas function.	<ul style="list-style-type: none"> J Paton to organise 	<ul style="list-style-type: none"> Completed
Chris Betty moved his Principal's Report.		
Moved: C Betty	Seconded: S Hyland-Mills	Carried: All

GENERAL BUSINESS	
Discussion	Actions
<ul style="list-style-type: none"> Election of Deputy Chair – A Kingi left the Board after the 2022 Parent Elections so a new Deputy Chair needs to be elected. <p>C Betty nominated N Moore as Deputy Chair of the Tuakau College Board. Moved: C Betty Seconded: T Potts</p> <p>E Kazakevich nominated K Ngataki as Deputy Chair of the Tuakau College Board. Moved: E Kazakevich Seconded: E Mouton</p> <p>The Board decided on a show of hands to determine the new Deputy Board Chair. J Paton recorded 5 votes for K Ngataki and 3 votes for N Moore.</p> <p>K Ngataki is duly elected as Deputy Chair.</p>	
<ul style="list-style-type: none"> Principal's Appraisal – discussed whether or not the Board Chair or Deputy Board Chair wanted to meet with the appraiser and they said no. 	<ul style="list-style-type: none"> J Paton to send Principal's appraisal to K Ngataki. K Ngataki to read and let S Hyland-Mills know if there are any concerns or not.
<ul style="list-style-type: none"> Board Committees – as we have new Board members a piece of paper was handed around the room where Board members could write their name under each committee they wanted to be in. 	
<ul style="list-style-type: none"> NZSTA Conference – K Ngataki and E Kazakevich said this was intense but very helpful. K Ngataki explained that this is an annual event that is open to any Board members to attend. K Ngataki said that next year this needs to go in the budget. Next years conference will be in Rotorua. K Ngataki said she liked a question they were asked about "how do we give effect to the Te 	<ul style="list-style-type: none"> K Ngataki to send video to C Betty.

Tiriti of Waitangi?" She had a video that she wanted us to watch regarding this.		
Moved: C Betty	Seconded: S Hyland-Mills	Carried: All

IN COMMITTEE		
At 7:12pm		
Moved into committee: S Hyland-Mills	Seconded: C Betty	Carried: All
At 7:24pm		
Moved out of committee: S Hyland-Mills	Seconded: C Betty	Carried: All

KARAKIA MUTUNGA		
C Betty		

Board Meeting finished at 7:33pm.

NEXT MEETING		
Tuesday 29 November, 2022		