

MINUTES OF THE MEETING OF THE TUAKAU COLLEGE BOARD
HELD ON TUESDAY 27 OCTOBER 2020
AT 6PM IN THE STAFF ROOM

Action

Present: Chris Betty, Sean Hyland-Mills, Ashley Jacobs, Claudia Duffus, John Everitt, Matt Preston, Rose Salani and Lesley Mac Michael.

Apologies: Kelly Sinfield, Kelly McCardle and Anna-Marie Kingi (late apology received).

ADOPT THE AGENDA

Moved: S Hyland-Mills Seconded: M Preston

DECLARATION OF INTEREST – None.

MINUTES OF THE PREVIOUS MEETING

Move the Minutes of the Meeting of 29 September 2020 as true and correct record.

Moved: C Betty Seconded: S Hyland-Mills

Matters Arising:

- Homework Policy to discuss under *General Business*.
- Principal and Roanne Gordon have a plan for over-allocation of hours.
- Ashley Jacobs advised budget holders that order books are due back at the end of this week.
- Principal met with MOE and support people regarding MOE direction to enrol student excluded from another school. Transition plan in place. He will not start until next year.

HEALTH & SAFETY REPORT

No H&S meeting held.

PROPERTY REPORT

Matters Arising

- Signed off Stage 1 of adventure playground today. Work starts Term 2.

Move that the Property report be accepted

Moved: C Betty Seconded: C Duffy

FINANCE REPORT

Finance Minutes tabled at meeting by the Principal.

Matters Arising

- Should have 25% funding left in departmental budgets.
- Expenditure down in most areas. Learning Resources up due to teacher aides and staffing.

Move that the Finance report be accepted.

Moved: C Betty Seconded: J Everitt

POLICY

- Homework Policy to discuss in General Business.

PTA REPORT – No report received.

STUDENT REPORT

- Board to send a letter to Jorja Parmentier on her Young Enterprise award achievement. LM
- Board to send a letter to Paige Fletcher and Joel Tait on their Sports Awards' achievements. LM

Move that the Student Report be accepted.

Moved: R Salani Secoded: M Preston

CORRESPONDENCEInward

Item #3: NZSTA School Board Election Legislation Changes 6 October 2020. Check and update. CB/LM

Item #5: *P.E.B. Letter - 20 Oct 2020. Discuss In-Committee and respond. CB

Item #6: *P.E.B. Letter - 20 Oct 2020. Discuss In-Committee and respond. CB

Item #7: *P.E.B. Letter + OIA Request - 20 Oct 2020. Discuss In-Committee and respond. CB

Item #9: D Kumar Approval Request for Y10 Work Experience 26-27 November 2020. LM

Moved: C Betty Secoded: R Salani

**P.E.B. – Publicly Excluded Business*

Late Correspondence

See **Principal's Report** for approval and confirmation of the four *Kahui Ako* resignations.

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

Moved: C Betty Secoded: S Hyland-Mills

PRINCIPAL'S REPORT

The Board moved the following motions from the Principal's Report for October 2020:

Confirmed Teacher Only Day on 19 November 2020 for NCEA development. A preview is in the Appendix to the Principal's Report. Principal to develop a programme for the day.

Moved: C Betty Secoded: J Everitt

Confirmed the overnight Duke of Edinburgh Silver & Bronze trip on 26 November 2020.

Moved: C Betty Secoded: S Hyland-Mills

Confirmed the appointment of Chrissy Aspden as a reliever, fixed-term, part-time position (0.55FTE) to cover for Sandra Van der Gulik from 13 November to 11 December 2020.

Moved: C Betty Secoded: R Salani

Confirmed the appointment of Chrissy Aspden to a full-time, permanent position commencing 26 January 2021.

Moved: C Betty Secoded: J Everitt

Confirmed the appointment of Shirley Scott to Assistant Head, Te Whare Ako, commencing 26 January 2021.

Moved: C Betty Secoded: S Hyland-Mills

Confirmed the appointment of Ashleigh McCarthy to a permanent full time Y7&8 position commencing 26 January 2020.

Moved: C Betty Secoded: C Duffus

Confirmed the appointment of Sifiso Dzadya to a long-term relieving, fixed-term position from 26 January to 2 May 2021.

Moved: C Betty Secoded: R Salani

Confirmed the change for Michelle McMillan to Year 12 Dean for 2021 and Year 13 Dean in 2022, with one fixed term Management Unit and one fixed term Middle Management Allowance from 26 January 2021 to 24 January 2023.

Moved: C Betty Secoded: C Duffus

Confirmed the appointment of Shana Davidson to Year 13 Dean for 2021, with one fixed term Management Unit and one fixed term Middle Management Allowance from 26 January 2021 to 25 January 2022.

Moved: C Betty Secoded: R Salani

Confirmed the appointment of Lorraine Herbert to a full-time, fixed term, relieving position of Fabrics Technology, to cover Study Leave, commencing 26 January 2021.

Moved: C Betty Secoded: J Everitt

Confirmed the appointment of Matthew Williams as English teacher commencing 26 January 2021.

Moved: C Betty Secoded: R Salani

Confirmed the appointment of Puja Molechan to a full-time, permanent position as English teacher from 26th January 2021.

Moved: C Betty Secoded: C Duffus

Confirmed the appointment of Tyne Wijdeven to a full-time, permanent position as Physical Education/Health & Outdoor Education teacher from 26 January 2021.

Moved: C Betty Secoded: M Preston

Confirmed the resignation of Chris Betty as *Lead Principal of Te Kaahui Ako o te Puuaha o Waikato* effective 26 January 2021.

Moved: S Hyland-Mills Secoded: M Preston

Confirmed the resignation of Grant Miles as *Within School Leader of Te Kaahui Ako o te Puuaha o Waikato* effective 26 January 2021.

Moved: S Hyland-Mills Secoded: C Duffus

Confirmed the resignation of Preeti Walia as *Across School Leader of Te Kaahui Ako o te Puuaha o Waikato* effective 26 January 2021.

Moved: S Hyland-Mills Secoded: J Everitt

Confirmed the resignation of Mel Devaney as *Within School Leader of Te Kaahui Ako o te Puuaha o Waikato* effective 26 January 2021.

Moved: S Hyland-Mills Secoded: R Salani

Enrolment Zone

We have parents placing their child with a relative living in our school zone in order for them to be enrolled at Tuakau College. While this is increasing enrolments, they are breaking the rules. We are requesting that if a student is placed with a relative that guardianship be approved for that relative.

Kahui Ako

Post-Meeting Note:

Robyn Driver (Principal, Te Kohanga) appointed as Lead Principal, Kahui Ako to start Term 1 2021. Jess Lorimer and Genine Chambers appointed as *Across School Leaders*. Next week we will be interviewing for *Within School Leaders*.

Personnel Sub-Committee (CB, JE, RS, SH-M.)

Required for Head of Performing Arts interviews on **Monday 9 November**, early evening. Time to be confirmed by Principal.

CB, JE,
RS, SHM

Move that the Principal's report be accepted.

Moved: C Betty Seconded: S Hyland-Mills

GENERAL BUSINESS

1. Student and Board Elections 2020.

Three nominations received for **Student Election**. Nominations closed. Student Election is on **Monday 9 November**.

Call for Nominations for Board Election starts **Wednesday 4 November**. Nominations close on **Wednesday 18 November**. Board Election Day is **Wednesday 2 December**.

Board to encourage potential members.

**Post-Meeting Note: NZSTA has advised us of changes to our Board Election dates. The Returning Officer, C Yeager, is emailing the changes to the Board (30 October 2020).*

2. UK Trip Update

The second refund was paid in the school holidays, except for three participants as an error occurred. In future, will process any refunds in term time, not holidays.

3. Homework Policy

Discussed ideas and survey results. Needs to be more structured and have a weekly time expectation. Principal to re-draft.

CB

Ashley Jacobs left the meeting at 6.50pm.

IN-COMMITTEE BUSINESS

Move into committee at 6.50pm

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

Move out of committee at 7.00pm

Meeting finished at 7.00pm

Next meeting: **Tuesday 24 November at 6pm.**