

Tuakau College Board Minutes 28 September 2021



This meeting was held by Zoom (Huitopoa) due to Tuakau College being under Alert Level 4 Covid-19 lockdown.

Present: *Chris Betty, John Everitt, Nicki Moore, Ashley Jacobs, Sean Hyland-Mills, Elena Kazakevich, Matthew Preston, Kandi Ngataki, Anna-Marie Kingi, Brearna Rowsell,*

Absent: *Lesley MacMichael*

Apologies: *None*

Start 6:00pm

Agenda	Discussion	Actions	Who	Date
Agenda	Agenda was adopted Moved: C Betty Seconded K Ngataki			
Apologies	None received.			
Declaration of Interest	No declaration of Interest.			
Minutes from Last Meeting	C Betty: I move the Board accepts the minutes of the previous meeting on 24 August 2021. N Moore: I second the motion CARRIED: ALL			
Matters Arising	<p>Action Points</p> <ul style="list-style-type: none"> Concerned Parents' Group (CPG) letter(s) sent. No response as yet. Due to send another update letter C Betty to follow up, put pressure on auditors and call Carmel Riordan about Auditor General Office. Change auditors – not good enough. Hayes Knight struggling to recruit auditors from overseas. Still waiting on auditors' response. C Betty heard that another audit firm has been given Tuakau College to do for 2021 onwards. 	<p>S Hyland-Mills/N Moore due to send another letter to CPG as we are waiting for a response from auditors.</p> <p>C Betty to follow up with Auditors and tomorrow ring Carmel Riordan Ministry of Education (Finance).</p>	<p>S Hyland-Mills N Moore</p> <p>C Betty</p>	?

	<ul style="list-style-type: none"> • Policy meeting tomorrow night. • Ashley Jacobs has contacted Alec Benson who replied to thank Ashley for getting in touch and for allowing his early release from his contract. He is okay. • Referee reports for Music applicants due 21 September. 	Policy members to attend. J Everitt has completed his report on vaping/smoking.	Policy Committee	
Health & Safety Report	No Health and Safety report.			
Property Report	<ul style="list-style-type: none"> • Builders can only work on site at Levels 1&2. Meeting 7th December to get started. • Toilets – ongoing monitoring. <p>C Betty: Move the Board accepts Property Report August 2021 J Everitt: I second this motion CARRIED: ALL</p>			
Matters Arising	<ul style="list-style-type: none"> • Administration project. Unsure of start date for this project since we are in lockdown. • Boys’ toilets. Process to monitor so they can be used. • J Hema carving has fallen off and is broken. Nuku Hawira, the carver, to come in and have a look. 	<ul style="list-style-type: none"> • C Betty to find out how Pukekohe Builders work under lockdown Level 4. • Monitoring use. • C Betty to contact Nuku for carving repair. 	C Betty C Betty	
Finance Report	<ul style="list-style-type: none"> • Minutes tabled at meeting. Ashley read through the Minutes. <p>A Jacobs: Move the Finance Minutes S Hyland-Mills: I second this motion. CARRIED: ALL</p>			
Matters Arising	<ul style="list-style-type: none"> • Staff Christmas function \$40 each and \$100 PakNSave vouchers. 		C Betty	
PTA Report	No report. PTA unable to write cheques (discontinued). Need a couple of constant members as signatories. Wait until Level 2. PTA donated \$500 for prizegivings. Moved? Seconded?	<ul style="list-style-type: none"> • C Betty to update at Level 2. 	C Betty	

Student Report	<ul style="list-style-type: none"> Uniform – sandals to be changed when policy is updated. Brearna said students felt the Zoom lessons are too long. Discussed future of adventure playground. Should we be extending? C Betty said we can get more use out of it e.g. PE Department can use as a learning resource. John Everitt – update grant applications for final. A Jacobs advised that \$33K funding comes through from grant and is spent on this. Can't withdraw funding but can review or do a survey. B Rowsell: I move the Student Report. J Everitt: I second the motion. <p>CARRIED ALL</p>	?	C Betty/ A Fletcher	
Correspondence Inward	<ul style="list-style-type: none"> Auditor General Office – New auditors, PKF Hamilton, will conduct our audit for 2021-2023. Proposal viewed. S Hyland-Mills and C Betty to sign and acknowledge. <p>K Ngataki: I move to accept the new auditors. M Preston: I second the motion. CARRIED ALL</p> <ul style="list-style-type: none"> MOE Notification to direct Tuakau College to enrol a Y8 student (out of zone). A Fletcher has been advised and has spoken to MOE. <p>C Betty: I move Tuakau College enrolls the above student. K Ngataki: I second the motion CARRIED ALL</p> <ul style="list-style-type: none"> Email resignation from teacher and Dean, Chris McGarvey. due to living between West Auckland and Port Waikato. Chris has taken a position at Onehunga High School and will leave at year end. <p>C Betty: I move Tuakau College accepts the above resignation. K Ngataki: I second the motion. CARRIED ALL</p>		C Betty & S Hyland-Mills C Betty L MacMichael Confirmation Letter	23/11/21 <i>Done</i>

	<ul style="list-style-type: none"> MOE Variation Attendance Agreement extended to April 2022. C Betty to sign and return. <p>C Betty: I move the agreement. S Hyland-Mills: I second the motion. CARRIED ALL</p>		C Betty	
Correspondence Outward	None			
Correspondence	<p>C Betty: Move that the inward be accepted and the outward confirmed. K Ngataki: I second the motion CARRIED ALL</p>			
Principal Report	<ul style="list-style-type: none"> B Rowsell thought the recognition credits were okay and probably the best solution we have. Staff leave is still being recorded in the Principal's report, even though there is none currently. Leave for now, relievers are booked/kept on system. Will have a final leave table at year end. C Betty will remove. The vacancy in English department closes Thursday. There are three applications for Head of Music. Received 25 applicants for Mathematics position. Appointed Justin Bailey who is also a top basketballer, to start 25 January 2022. <p>C Betty: Move to confirm the above Maths appointment commencing 25 January 2022. S Hyland-Mills: I second the motion CARRIED ALL</p>		C Betty	Year End

	<ul style="list-style-type: none"> Julie Burton is currently on maternity leave. Fraser Anderson has been appointed to cover her leave from 25 January to 10 December 2022. <p>C Betty: Move to confirm Maternity Leave appointment above. N Moore: I second the motion CARRIED ALL</p> <ul style="list-style-type: none"> Concerns about return to school. Schools not considered as “gatherings”. Health measures apply but can be difficult in classes. Prizegivings are counted as gatherings. Head Students’ process has started. Application packs due 8 October. Discussed options for selection process. Suggested a parent be invited on the panel. K Ngataki requested tangata whenua representation. N Moore to help C Betty with a draft Student Leadership Selection Policy. Policy includes Leadership Group. John Everitt asked why Deputies were being removed. Move into line with other leadership groups. C Betty, in reply to K Ngataki question – there is no policy as no requirement for one. Panel makes the decision. Board approval not required. Organise Leadership Camp next year. <p>C Betty: Move to confirm Head Students’ Process. S Hyland-Mills: I second the motion CARRIED ALL</p>		<p>N Moore & C Betty</p> <p>C Betty</p>	
	<p>C Betty: I move the Principal’s report K Ngataki: I second the motion CARRIED ALL</p>			
General Business	<ul style="list-style-type: none"> Received Staffing Entitlement 2022 – close to what we wanted. Staffed on 824. J Everitt outlined his findings in his report on vaping and nicotine. There is a clear, sharp rise in nicotine products 			

	<p>and vaping. KAMAR pastoral show defiance/disobedience records are all higher than those of nicotine or vaping and still relatively low. C Betty said he was looking at Stand Downs and Suspensions and working with students. John wondered about our record with PB4L as over the past few years the programme has not gone beyond Level 1. May senior management should have a stronger hand in implementation of the programme. Behaviour Policy is up for review. Board thanked John for his report.</p> <p>J Everitt: I move the report on Vaping & Nicotine. C Betty: I second the motion</p> <ul style="list-style-type: none"> ● CARRIED ALL ● K Ngataki asked if the board would consider looking at the opportunity for her team to give vaccinations at Tuakau College. C Betty would look at what we can do bearing in mind vaccinations are a “hot” topic. C Betty to investigate. 		C Betty	
Karakia Mutunga			C Betty	
	<p>Board Meeting finished at 7.25pm</p> <ul style="list-style-type: none"> ● Next meeting: Tuesday 26 October on Zoom. 			
In Committee Meeting	<p>Move In Committee 7.20pm (see separate In Committee Minutes)</p> <p>C Betty: Move In Committee K Ngataki: I second the motion</p> <ul style="list-style-type: none"> ● CARRIED ALL 			