

Tuakau College Board Minutes 29 March 2022

Meeting held in the i-Hub via Zoom

Present: Chris Betty, Ashley Jacobs, Kandi Ngataki, Elena Kazakevich, John Everitt, *Anna-Marie Kingi, Matt Preston, Nicki Moore and Lesley MacMichael.

Apologies: Sean Hyland-Mills

** Anna advised she would be a little late – arrived at 6.10pm.*

Start: 6.00pm

Finish: 7.00pm

AGENDA	DISCUSSION	ACTIONS	WHO	DATE
AGENDA	Move the Agenda. K Ngataki: I motion for the board to adopt the agenda. M Preston: I second this motion. CARRIED: ALL			
KARAKIA	Kandi Ngataki			
DECLARATION OF INTEREST	None.			
MINUTES OF 22 FEBRUARY 2022	C Betty: I move the Board accepts the minutes of the meeting of 22 February 2022. E Kazakevich: I second this motion CARRIED: ALL			
MATTERS ARISING FROM MINUTES OF 22 FEBRUARY 2022	C Betty advised that all follow ups had completed. The waka has now gone.			
COMMITTEE REPORTS HEALTH & SAFETY REPORT MATTERS ARISING	<u>Health & Safety Report</u> – new committee formed. More formal and staff from every area. Kandi Ngataki pointed out that her son had a broken collarbone and the incident was not noted in the H&S accidents in the report. C Betty: I move the Board accepts the Health & Safety Report. E Kazakevich: I second this motion.			

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<p>PROPERTY REPORT</p>	<p><u>Property Report</u> – Fences are being installed between the sub-division and Tuakau College. Elena had concerns about students running across Elizabeth St when there are building works, trucks and school buses on a narrow road. Principal to talk to students.</p> <ul style="list-style-type: none"> • Admin upgrade due for completion by 16 May 2022. • Ongoing issues with false fire alarm activations. Working on it. <p>K Ngataki: I move the Board accepts the Property Report. N Moore: I second this motion.</p>	<p>Talk to students about staying safe on Elizabeth Street.</p>	<p>C Betty</p>	<p>12 Apr</p>
<p>FINANCE REPORT</p>	<p>The Finance Minutes from the Finance Committee meeting held earlier today were tabled and read at the meeting by the Principal.</p> <p>K Ngataki: I move the Board accepts the Finance Report. N Moore: I second this motion</p>			
<p>CORRESPONDENCE</p>	<ol style="list-style-type: none"> 1. Chrissy Aspden letter of resignation dated 21 February 2022. C Betty: I move the Board accepts Chrissy Aspden’s resignation, effective 1 May 2022. E Kazakevich: I second this motion. 2. Email 9 March 2022 – Support Staff Paid Union Meetings. 3. Email 16 March 2022 – MOE Directed Enrolment – accepted student as has been here before. Out of Zone but wants In Zone. 4. OIA Request from Ani O’Brien – respond only to Q.2. MOE has sent OIA guidelines. 5. Education Gazette – 28 February 2022. 6. Email Amy Taylor, Teaching Council NZ – 10 March 2022 (P.E.B. publicly excluded business). 7. Email 25 March 2022 – Employment Relations Education Leave notice. 8. M Dalley letter of resignation dated 28 March 2022 	<p>Confirmation letter sent.</p> <p>Acknowledge receipt of OIA request.</p> <p>Seek advice on potential impact.</p> <p>Confirmation to send.</p>	<p>L Mac Michael</p> <p>L Mac Michael</p> <p>C Betty</p> <p>Principal to reply to Q2.</p> <p>Sean Hyland-Mills/C Betty</p> <p>L Mac Michael</p>	<p>Sent</p> <p>By 26 April</p> <p>By 26 April</p> <p>Sent 4 April</p>

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<p>OUTWARD CORRESPONDENCE</p>	<p>Confirmation of resignation letters dated 3 March 2022 to the following:</p> <ol style="list-style-type: none"> 1. Natasha Ah Tune. 2. Jo Quon. 3. Mel Devaney. 4. Chrissy Aspden. <p>Letter of thanks dated 4 March 2022 to:</p> <ol style="list-style-type: none"> 5. Brearna Rowsell for her work in 2021 as Student Representative on the board. 6. Letter to the University of Auckland advising that our board decided not to participate in the university research proposal. <p>Currently have no way for Board to read correspondence. L MacMichael suggested creating a <i>Correspondence</i> folder on Google Docs so that board members can view inward and outward correspondence on Google, prior to board meeting.</p>	<p>All correspondence confirmed and sent.</p> <p>C Betty to create folder. LM to add correspondence to folder for upcoming board meetings.</p>	<p>C Betty L Mac Michael</p>	<p>Done</p> <p>Mid-April By 26 April</p>
	<p>C Betty: I move the inward and outward correspondence be accepted. N Moore: I second this motion CARRIED: ALL</p>			
<p>PRINCIPAL'S REPORT</p>	<p>C Betty: I move that the Board confirms the rostering home response for students for the three weeks indicated. C Betty: I move the above motion. A Kingi: I second this motion CARRIED: ALL</p>			
	<ul style="list-style-type: none"> • Parent/Teacher interviews delayed due to Covid-19. • Senior students settled in classes with many happy to be back at school. 			
	<p>Principal thanked the board for their participation in the appointment of two new Assistant Principals.</p>			

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	<p>Move that the Board confirms the appointment of Anna Dinneen to the full-time, permanent position of Assistant Principal, starting 2 May 2022 (start of Term 2).</p> <p>K Ngataki: I move the above motion.</p> <p>N Moore: I second this motion</p>			
	<p>Move that the Board confirms the appointment of Jared Slee to the full-time, permanent position of Assistant Principal, commencing 2 May 2022 (start of Term 2).</p> <p>K Ngataki: I move the above motion.</p> <p>A Kingi: I second this motion.</p>			
	<p>Move that the Board confirms the appointment of Jo Buttery to the role of Head of Physical Education & Health, commencing 2 May 2022 (start of Term 2).</p> <p>C Betty: I move the above motion.</p> <p>N Moore: I second this motion.</p>			
	<p>Move that the Board confirms the appointment of Banish Kalra as Mathematics teacher, commencing 16 May 2022.</p> <p>C Betty: I move the above motion.</p> <p>K Ngataki: I second this motion</p> <p>CARRIED: ALL</p>			
	<p>Move that the Board confirms the appointment of Ashlee Millar to the role of Guidance Counsellor, starting part-time from 1 June 2022 and leading to a full-time, permanent position from 1 July 2022. Ashlee will attend a training course in Adolescent Psychology and eventually a counselling course. She will be supervised by Paul Heta, Guidance Counsellor.</p> <p>C Betty: I move the above motion.</p> <p>E Kazakevich: I second this motion</p> <p>CARRIED: ALL</p>			

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	<p>We are fortunate that Lorraine Herbert, who was a relief Fabrics Teacher last year, has agreed to take the position of Fabrics Teacher, with a RRR salary unit and RRR middle management allowance.</p> <p>C Betty: I move that the Board confirms the above appointment.</p> <p>K Ngataki: I second this motion.</p>			
	<p>The Principal is currently in the process of appointing the following positions hopefully by the start of Term 2:</p> <p>Assistant Head of English</p> <p>Assistant Head of Technology</p> <p><i>Within School</i> teacher positions at Tuakau College. We have four outstanding and eight applications.</p> <p>Drum Tutor Music Itinerant</p> <p>Bus Controller – we have some interest.</p>			
	<p>Last Monday, Mike Dalley, our Groundsman for 28 years, tendered his resignation letter, with immediate effect, to the Principal.</p> <p>C Betty: I move that the Board accepts the resignation, with regret.</p> <p>K Ngataki: I second this motion.</p>	<p>Resignation confirmation letter to be sent.</p> <p>End of term farewell 13/4</p>	<p>L Mac Michael</p> <p>C Betty</p>	<p>Sent 7 April</p>
	<p>The Auditor General's Office's final advice for the auditor has come through. Hope to have this finalised by end of term. Principal to send End of Year accounts to Steve for final approval. The Auditor General Office report received was supportive of all the actions the school has taken.</p>	<p>Send EOY Accounts to Steve (auditor).</p>	<p>C Betty</p>	<p>14 April</p>
	<p>Move that the Board confirms the disposal (sale) of the Waka trailer and will use to purchase a kayak and mountain bike trailer.</p> <p>C Betty: I move the above motion.</p> <p>A Kingi: I second this motion</p> <p>CARRIED: ALL</p>			

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	First March roll return is 825. Principal to see Tracy Potts as does not want figures too high.	Check with Tracy Potts.	C Betty	1 April
	C Betty: I move that the Principal’s Report is accepted. . K Ngataki: I second this motion. CARRIED: ALL			
GENERAL BUSINESS	<ol style="list-style-type: none"> 1. Student Trustee Election Day is Wednesday 13 April. There are four candidates. 2. Enrolment Process for 2023 (A Fletcher). Move that the Board confirms the Enrolment Process for 2023. C Betty: I move that the Enrolment Process for 2023 is accepted. . K Ngataki: I second this motion. CARRIED: ALL 3. Triennial School Board Elections take place from 5-23 September 2022 and will include provision for electronic voting. Principal asked current board members if they know of any prospective board members. 			
IN COMMITTEE	<p>Moved In Committee at 6.50pm.</p> <ol style="list-style-type: none"> 1. Move the In Committee Minutes of 22 February. <i>Moved: A Kingi Seconded: C Betty</i> 2. Move the In Committee Minutes of 26 February to appoint two Assistant Principals. <i>Moved: A Kingi Seconded: C Betty</i> 3. Move the In Committee Minutes of 22 February to shortlist candidates for the Head of Physical Education & Health vacancy. <i>Moved: A Kingi Seconded: C Betty</i> 4. Letter (P.E.B – Publicly Excluded Business) was read to the Board. <i>Moved: C Betty Seconded: J Everitt</i> 			

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	<p>Move that the Meeting finished at 7.00pm.</p> <p>A Kingi: I move that Board Meeting and In Committee Meeting are confirmed. K Ngataki: I second this motion.</p> <p>CARRIED: ALL</p> <p>A Kingi: Karakia</p>			
	<p>Next meeting: Tuesday 26 April 2022 (during school holidays)</p>			