

Tuakau College Board Minutes 22 February 2022

Meeting held in the i-Hub.

Present: Sean Hyland-Mills, Chris Betty, Kandi Ngataki, Elena Kazakevich, John Everitt, Lesley MacMichael

Apologies: Anna-Marie Kingi, Matt Preston and Nicki Moore.

Absent:

Start: 6.00pm

Finish: 7.00pm

AGENDA	DISCUSSION	ACTIONS	WHO	DATE
AGENDA	Move the Agenda. S Hyland-Mills: I motion for the board to adopt the agenda. C Betty: I second this motion. CARRIED: ALL			
KARAKIA	Kandi Ngataki			
DECLARATION OF INTEREST	None.			
MINUTES OF 14 DECEMBER 2021	C Betty: I move the Board accepts the minutes of the meeting of 14 December 2021. K Ngataki: I second this motion CARRIED: ALL			
MATTERS ARISING FROM MINUTES OF 14 DECEMBER 2021	Assistant Principal positions have been advertised. Vaccine passes for AltEd students sorted and ready to go. A Jacobs, Deputy Principal, is requesting student vaccine records/passes for database. In response to John Everitt, Principal confirmed that sports organisations have their own rules regarding vaccinations, passes, etc.	Ongoing	A Jacobs	Ongoing
COMMITTEE REPORTS	Some reports were unavailable due to Covid. Property report received. Finance Reports received from Education Services. The Finance Minutes from the Finance Committee meeting held earlier today were tabled at the meeting.			

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<p>CORRESPONDENCE</p>	<p>1. NZSTA Elections Update 3 December 2021 for Student Rep Board Elections. Key dates for the elections are:</p> <ul style="list-style-type: none"> ▪ Call for nominations Friday 18 February. ▪ Close nominations at noon on Friday 11 March. ▪ Election Day Voting closes at 4pm on Wednesday 13 April. ▪ In the meantime, we may invite head students to board meetings (no vote). <p>2. Resignation letter from teacher, Jo Quon, dated 17 December 2021.</p> <p>3. Resignation letter from teacher, Mel Devaney dated 20 January 2022.</p> <p>4. Resignation letter from teacher, Chrissy Aspden, dated 21 February 2022.</p> <p>5. University of Auckland Education & Social Work – Invitation to participate in research, dated 17 December 2021. The Board agreed that it would not be participating in the research (see above #5.)</p> <p><i>No late or outward correspondence.</i></p>	<p>Resignation letters to staff.</p> <p>Principal has advertised Maths position.</p> <p>Send letter to advise Board has decided not to participate.</p>	<p>L MacMichael</p> <p>C Betty</p> <p>L MacMichael</p>	<p>All done</p> <p>18 Mar</p> <p>Done 3/3</p>
<p>OUTWARD CORRESPONDENCE</p>	<p>Outward letter #1 (P.E.B.) – Email dated 24 Dec 2021 from Adele Towgood, PPTA re unvaxed staff member and Notice of Termination of Employment to staff member, dated 31 Dec 2021.</p>	<p>All correspondence confirmed.</p>		
	<p>C Betty: I move the inward and outward correspondence be accepted. K Ngataki: I second this motion</p> <p>CARRIED: ALL</p>			
<p>PROPERTY & H&S REPORT</p>	<p>Admin block upgrade going well. Fire alarm was going off a lot in the holidays. John said it was really hard to hear the bell. Van damage in process of being repaired. Principal advised K Ngataki that she could keep the waka and take it away tomorrow. Ring Peter Moody to advise.</p> <p>C Betty: I move that Kandi keeps the waka and takes it away on 24 February. S Hyland-Mills: I second this motion</p> <p>CARRIED: ALL</p>	<p>Bell working now.</p> <p>K Ngataki to ring Peter Moody</p>	<p>K Ngataki</p>	<p>25 Feb</p>

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<p>FINANCE REPORT & FINANCE MEETING MINUTES</p>	<p>Principal tabled the February Finance Meeting Minutes of 22 February 2022. C Betty: I move the Board accepts the minutes of the meeting of 14 December 2021. K Ngataki: I second this motion CARRIED: ALL C Betty: I move the Finance Reports and Finance Minutes are accepted. K Ngataki: I second this motion CARRIED: ALL</p>			
<p>CORRESPONDENCE No Late Correspondence</p>	<ol style="list-style-type: none"> 1. NZSTA Elections Update 3 December 2021 for Student Rep Board Elections. Key dates for the elections are: Call for nominations Friday 18 February. Close nominations at noon on Friday 11 March. Election Day Voting closes at 4pm on Wednesday 13 April. In the meantime, we may invite head students to board meetings (no vote). 2. Resignation letter from teacher, Jo Quon, dated 17 December 2021. 3. Resignation letter from teacher, Mel Devaney dated 20 January 2022. 4. Resignation letter from teacher, Chrissy Aspden, dated 21 February 2022. 5. University of Auckland Education & Social Work – Invitation to participate in research, dated 17 December 2021. The Board agreed that it would not be participating in the research (see above #5.) <p><i>No late correspondence. Outward correspondence is deemed “In-Committee”</i></p>	<p>Three resignation letters (Items #2, 3 and 4).</p> <p>Maths position advertised.</p> <p>Send letter that we will not be participating. (Item #5).</p>	<p>LMA</p> <p>Principal</p> <p>Board agreed</p>	<p>Done</p> <p>8 Mar</p>
<p>PRINCIPAL'S REPORT</p>	<ul style="list-style-type: none"> ▪ Principal is extremely busy working on Covid response updates – lots of changes. ▪ <u>Top Scholar Awards</u> – Motion for the Top Scholar Awards for the following students: <ul style="list-style-type: none"> ○ Year 11 Top Student - Caitlin Lees ○ Year 12 Top Student – Rhianna Barker ○ Year 13 Top Student and Dux – Mary Louise Booth <p>C Betty: I move the Top Scholar Awards of \$250 each to the students above. J Everitt: I second this motion</p> <ul style="list-style-type: none"> ▪ CARRIED: ALL 			

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	<ul style="list-style-type: none"> ▪ Athletics Day (25/2) has been postponed. ▪ Junior College – rethink powhiri. Some schools were going ahead with these. ▪ Middle College – option issues. Maximum staff. ▪ NCEA Interim results. Tuakau College best local school at Levels 1, 2 and 3. We were second best at Levels 1 and 2 in U.E. ▪ Goals for the year are outlined on page 4 of Principal’s Report. ▪ Professional Development is going ahead. ▪ Principal thanked sub-committee for due diligence and sensitive handling of the matter. ▪ Issues with New Era. ▪ CoL (Community of Learning) – meeting to set goals. We have one <i>Across School</i> and there are two vacancies. There are a number of <i>Within School</i> positions to appoint. We have one <i>Within School</i> and four vacancies. Principal to advertise for the four <i>Within School</i> roles. ▪ We have had a number of staff identified as “Close Contacts” for Covid. 	Principal to advertise CoL roles.		
	<ul style="list-style-type: none"> ▪ Move the 13OUT overnight camp at Mangatangi on 30 March. Moved: C Betty Seconded: S Hyland-Mills CARRIED: ALL ▪ Move the 12OUT overnight camp Sea Kayak at Mahurangi on 9 March. Moved: C Betty Seconded: E Kavakevich CARRIED: ALL 			
	<ul style="list-style-type: none"> ▪ Move the Board confirms the appointment of Liz Loosemore as Accounts Assistant from 25 January 2022, with an increase in hours to 37.5 p.w. Moved: C Betty Seconded: J Everitt CARRIED: ALL 			

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	<ul style="list-style-type: none">▪ Move the Board confirms the appointment of Sarah Smeeton as Accounts Assistant on a part-time basis from 25 January 2022, with an increase in hours to 31 p.w. Moved: C Betty Seconded: S Hyland-Mills CARRIED: ALL▪ Move the Board confirms the appointment of Amanda Zarah as Technology Teacher commencing 24 January 2022. Moved: C Betty Seconded: J Everitt CARRIED: ALL▪ Move the Board accepts the resignation of Natasha Ah Tune from the English teacher role due to ill health in her family. Moved: C Betty Seconded: S Hyland-Mills CARRIED: ALL▪ Move the Board confirms the appointment of Dianne Dunchie-Coley as English teacher commencing 26 January 2022. Moved: C Betty Seconded: E Kavakevich CARRIED: ALL▪ To bring the Head of Junior College into line with the rest of the Heads of Departments, I have allocated one further salary unit to the position.▪ Move the Board confirms the allocation of one salary unit to the Head of Junior College position commencing 27 January 2022. Moved: C Betty Seconded: S Hyland-Mills CARRIED: ALL			
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	<ul style="list-style-type: none"> ▪ To bring the role of Principal’s Nominee (NZQA Liaison & Systems at Tuakau College) into line with other PN roles, I have allocated one Management Allowance (1MMA) to the role ▪ Move the Board confirms the allocation of one Middle Management Allowance (1MMA) to the role of Principal’s Nominee commencing 27 January 2022. <p>Moved: C Betty Seconded: J Everitt</p> <p>CARRIED: ALL</p> <ul style="list-style-type: none"> • Move the Board confirms the appointment of Kelly Anderson as Teacher Assistant, 20 hours per week, commencing 3 February 2022. Contract dependent on hours allocated by Oranga Tamariki. <p>Moved: C Betty Seconded: J Everitt</p> <p>CARRIED: ALL</p> <ul style="list-style-type: none"> • Move the Board confirms the appointment of Garry Taylor to Technology Technician role commencing 14 February 2022. <p>Moved: C Betty Seconded: S Hyland-Mills</p> <p>CARRIED: ALL</p>			
	<ul style="list-style-type: none"> ▪ Still waiting on final audits for overseas tour. Principal to follow up. Looks like we are low priority. We have had no audits for 2019 to 2020. 	Follow up on final audits.	Principal	ASAP
	<ul style="list-style-type: none"> ▪ Reconstitute P6. Revamp Hort Block. Peter Moody has completed an assessment on heat pumps. 			
	<ul style="list-style-type: none"> ▪ Current roll is 824. Attendance at 89.6%. 			
	<ul style="list-style-type: none"> ▪ Busy start to term with three stand downs in one week. Need to toughen stance on vaping. Incur lunch and after-school detentions. Check with Stand-Up programme. 	Follow up on Stand-Up programme re vaping.	Principal	ASAP

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	<p>C Betty: I move that the Principal's Report is accepted. . S Hyland-Mills: I second this motion CARRIED: ALL</p>			
<p>GENERAL BUSINESS</p>	<p>1. Moved that the <i>Schedule of Delegations</i> were approved, completed and signed. C Betty: I move that the <i>Schedule of Delegations</i> be approved. J Everitt: I second this motion CARRIED: ALL</p> <p>2. Move that the Board confirms the Board Chair. C Betty: I move that Sean Hyland-Mills is confirmed as Board Chair. J Everitt: I second this motion. CARRIED: ALL</p> <p>3. Move that the Board confirms the Deputy Board Chair. C Betty: I move that Anna-Marie Kingi is confirmed as Deputy Board Chair. J Everitt: I second this motion.</p> <p>4. K Ngataki, Elena Kazakevich and possibly Anna Kingi (although not present at meeting) want to attend NZSTA Conference in Christchurch this year and to share cost with Tuakau Primary. Suggested this should be put in budget. S Hyland-Mills: I move that attendance at the NZSTA Conference is approved for the above members. C Betty: I second this motion. CARRIED: ALL</p>			

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GENERAL BUSINESS	<p>Move In Committee at 6.50pm to discuss In Committee business. Move out of Committee at 6.55pm. Move that the Meeting finished at 7.00pm.</p> <p>S Hyland-Mills: I move that Board Meeting and In Committee Meeting is confirmed. C Betty: I second this motion.</p> <p>CARRIED: ALL</p>			
	K Ngataki: Karakia			