

MINUTES OF THE MEETING OF THE TUAKAU COLLEGE BOARD  
HELD ON TUESDAY 25 MAY 2021  
AT 6PM IN THE STAFF ROOM

Present: Sean Hyland-Mills, Ashley Jacobs (Acting Principal), Anna-Marie Kingi, Kandi Ngataki, Elena Kazakevich, Nicki Moore, John Everitt, Matt Preston, Brearna Rowsell and Lesley Mac Michael.

Apologies: None

**ADOPT THE AGENDA**

*Moved: M Preston*

*Seconded: K Ngataki*

**DECLARATION OF INTEREST** – None.

**MINUTES OF THE PREVIOUS MEETING**

Minutes of the Meeting of 27 April 2021 as a true and correct record.

*Moved: S Hyland-Mills*

*Seconded: B Rowsell*

*Matters Arising:*

- Confirmed that the minutes of the meeting of 27 April 2021 were updated to include an apology from Matt Preston.
- Still waiting on Waikato District Council traffic engineer to visit regarding traffic congestion.
- Should have a BYOD plan to table at next meeting.
- John Everitt and Alison Fletcher working on uniform survey.
- The UK Tour finance statements have gone to the Principal who will forward to the auditors.

Action

AJ/PM

AJ

**PROPERTY REPORT & H&S REPORT**

*Matters Arising*

Discussed upgrade plans for Te Atarua. Start date likely after Admin block has been completed. Depends on available funds. The roof repairs have been done. Priority now is for the door to be repaired. As Te Atarua is owned by the board, any funding will have to come from the board.

Move that the Executive Officer, Peter Moody, obtains quotes for the work to be done.

*Moved: K Ngataki*

*Seconded: S Hyland-Mills*

PM

Resolution

Move that the Board approves a donation of \$99,374.39 towards the Admin Upgrade project.

*Moved: S Hyland-Mills*

*Seconded: B Rowsell*

Earthworks have started on adjacent property where 72 houses will be built. Executive Officer has asked developer for costings on a new boundary fence which will be acceptable to Tuakau College.

The School Lunch Programme has resulted in an increase in waste. We will upgrade 50% of the rubbish bins for dedicated collection. More staff supervision would cause an issue with staffing.

Confidence Course – a safety and supervision plan to be drawn up.

AJ/PM

Staff Representative advised of complaints regarding standard of cleaning in school. Matt suggested a staff survey to capture the concerns. Cleaning team to complete a daily/weekly checklist.

PM

Move that the Property report be accepted

*Moved: M Preston*

*Seconded: A Kingi*

## **FINANCE REPORT**

Finance Minutes tabled at meeting by Ashley Jacobs, Acting Principal.

### *Matters Arising*

- Elena unable to attend Finance Meetings.
- Looking good as on track and under budget.
- 46% of grants received. Most areas doing well.

Move that the Finance report be accepted.

*Moved: A Jacobs*

*Seconded: J Everitt*

**POLICY** – None

**PTA REPORT** – meeting was postponed due to the *Mike King* evening.

## **STUDENT REPORT**

### *Matters Arising*

Students happy this term as the new Confidence Course is up and running. Look at supervision roster for the course and H&S.

Market Day went well with most students selling all their produces and many in the community turning out to support it.

Students are enjoying the Lunches in Schools programme with only a few concerns such as portion size and food which was either not hot enough or cold and crusty (e.g. pasta). The student survey will identify the issues and these can be ironed out over time. Elena to check with her son regarding issues of no school lunch because of lunch time soccer games.

Students asked if they could take off shoes in gym assembly now that it is winter. Answer is no as assembly is only once a month and we have seen the damage it could cause.

Requested more sand on volleyball courts – the nets will be removed shortly so leave until summer.

Move that the Student report be accepted.

*Moved: B Rowsell*

*Seconded: K Ngataki*

## CORRESPONDENCE

Action

**Item 1:** Completed & Signed Eligibility Declaration N Moore 28.4.21  
Move that Nicki Moore is co-opted as a trustee for 18 months from 28 April 2021.  
*Moved: S Hyland-Mills*                      *Seconded: B Rowsell*

**Item 2:** School Transport Funding Agreement 4 May 2021 (Note: this is a Template only. The new agreements will be provided shortly.)

**Item 3:** Move that the Board confirms the resignation of Stephanie Tupaea from the *Within School Kahui Ako* position, effective 5 May 2021.  
*Moved: A Jacobs*                      *Seconded: K Ngataki*

LM

**Item 4:** Move that the Board confirms the resignation of Ashleigh McCarthy, effective 29 June 2021.  
*Moved: S Hyland-Mills*                      *Seconded: A Kingi*

LM

**Item 5:** School Audit Contract Round for 2021-2023.

**Item 6:** \*P.E.B. Letter to Board from Concerned Parents' Group (CPG) – 12 May 2021.  
*\*P.E.B. – Publicly Excluded Business*

Move that the Board Chair, Sean Hyland-Mills, will respond to the above letter and it will be discussed at the UK Tour sub-committee meeting (date to be confirmed). Sean will forward the response to the auditors. Following the recent Board elections, the members of the UK Tour sub-committee are now: Sean Hyland-Mills, John Everitt, Anna-Marie Kingi and Nicki Moore.

SHM

*Moved: S Hyland-Mills*                      *Seconded: A Kingi*

**Item 7:** STA News April 2021.

*Outward*

No outward correspondence.

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

*Moved: S Hyland-Mills*                      *Seconded: A Kingi*

## PRINCIPAL'S REPORT

Acknowledge Y7&8 staff for their Market Day organization.

LM

Move that the Y12&13 Snow Adventure Camp 2021 from 23-28 August 2021 is approved.

*Moved: K Ngataki*                      *Seconded: S Hyland-Mills*

The roll needs to increase for us to get more classrooms.

Advised that students attending the School Ball must have 85% attendance. Senior students have been made aware of this rule.

Discussed student stand downs and suspensions and how we can use preventative measures. Ashley advised that we have the **Stand Up!** youth development programme for rangatahi whose lives are influenced by alcohol and other drugs. Nicki wanted to see more information on students attending **Stand Up!** e.g. ethnicity, year level, etc.

Last week, the school had the police come in for a day to present the *Loves Me Not* programme to Year 12 students. The programme addresses healthy relationships, power imbalance in a relationship and aims to warn and educate young women of the signs of an abusive relationship.

Parent Teacher interviews held on 6 May 2021 with a steady turnout. Issues with WiFi in the gym which will be investigated. Kandi suggested a sign-in parent register to note who is attending. Next interviews will be in Term 3.

Move that the Principal's report be accepted.

*Moved: A Jacobs*

*Seconded: S Hyland-Mills*

### **GENERAL BUSINESS**

1. Board Committees updated at meeting. List will be reprinted and sent to Board.

LM

### **IN-COMMITTEE BUSINESS**

Move into committee at 7.26pm.

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

Move out of committee at 7.35pm.

Meeting finished at 7.35pm.

Next meeting: **Tuesday 29 June 2021 at 6pm.**