

## Tuakau College Board Minutes 26 April 2022 - amended

**Present:** Sean Hyland-Mills, Chris Betty, John Everitt, Nicki Moore, Emma Lang (new Student Rep) and Lesley MacMichael.

**Apologies:** Matt Preston, Kandi Ngataki, Anna-Marie Kingi.

**Absent:** Elena Kazakevich.

**Start: 6.00pm**      **Finish: 7.30pm**

	DISCUSSION	ACTIONS	WHO	DATE
AGENDA	<p>Adopt the Agenda.</p> <p>S Hyland-Mills: I motion for the board to adopt the agenda.</p> <p>J Everitt: I second this motion.</p> <p><i>CARRIED: ALL</i></p>			
KARAKIA	Chris Betty			
DECLARATION OF INTEREST	None.			
MINUTES OF 29 MARCH 2022	<p>C Betty: I move the Board accepts the minutes of the meeting of 29 March 2022.</p> <p>S Hyland-Mills: I second this motion</p> <p><i>CARRIED: ALL</i></p>			
MATTERS ARISING FROM MINUTES OF 29 MARCH 2022	<ul style="list-style-type: none"> <li>C Betty advised that all follow ups had been completed. The OIA request has been done.</li> <li>Issue with Board Correspondence folder on GoogleDocs – resolved.</li> <li>Information on what was sent to Auditors is in the Board folder. Still more work to do.</li> </ul>	More work to do.	CB/AJ	31/5
HEALTH & SAFETY REPORT MATTERS ARISING	<ul style="list-style-type: none"> <li>New H&amp;S Chair is Kees de Boer.</li> <li>New H&amp;S Staff Representative is Adrian Clark.</li> <li>Seasonal rodent problem. Peter Moody in touch with Pest Control. Issues with students dumping food containers in hedges of fields. Remind students of out of bounds areas.</li> </ul> <p>C Betty: I move the H&amp;S Report</p> <p>S Hyland-Mills: I second this motion. <i>CARRIED ALL.</i></p>	Working on it.		

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<p><b>PROPERTY REPORT MATTERS ARISING</b></p>	<ul style="list-style-type: none"> <li>• No Property Meeting.</li> <li>• Admin Upgrade delayed to 3 June as cannot get supplies.</li> <li>• Concerns about Buckland Road gate. Principal suggested to leave the configuration as is.</li> <li>• Fire alarms are fixed but we are still having problems.</li> <li>• Assessment last Tuesday by MOE – a visual for 5YA/10PP.</li> <li>• Remove trees on Elizabeth Street and plant natives to start June 2022.</li> <li>• Cameras outside student toilets. A lot of vaping with 2/3 students in same cubicle. There has been extensive damage. We are working on it and know the culprits.</li> <li>• Jacque Hema carving is ready to re-install. Is i-Hub the right place?</li> <li>• Principal advised that the school's 50<sup>th</sup> anniversary will take place in 2024.</li> </ul> <p>C Betty: I move the Property Report J Everitt: I second this motion. <i>CARRIED ALL.</i></p>			
<p><b>FINANCE REPORT</b></p>	<p>NO Finance Reports this month.</p>			
<p><b>STUDENT REPORT - Verbal</b></p>	<p>Newly elected Student Rep, Emma Lang gave a verbal report.</p> <ol style="list-style-type: none"> <li>1. Good start to the year with some disruptions.</li> <li>2. Concerns with school toilets, especially vaping but also cleanliness and sanitary bin overflows.</li> <li>3. Vandalism is a concern.</li> <li>4. School lunches going well and students happy. Menu change Term 2 to hot food.</li> <li>5. Events went well but disappointed that Mufti and Athletics days were cancelled.</li> <li>6. Cameras outside B-block? Teacher control. Access to toilets could be restricted.</li> </ol> <p>E Lang: I move the Student Report C Betty: I second this motion. <i>CARRIED ALL.</i></p>			
<p><b>INWARD CORRESPONDENCE</b>  <b>INWARD CORRESPONDENCE continued/</b></p>	<ol style="list-style-type: none"> <li>1. P.E.B. letter dated 31 March 2022. (Principal explained "P.E.B." to Emma.)</li> <li>2. PPTA Employment Relations Education Leave letter dated 1 April 2022.</li> <li>3. Lynton de Kock resignation letter dated 4 April 2022.</li> <li>4. SchoolDocs Advisory Covid-19 Updates letter dated 4 April 2022.</li> <li>5. P.E.B. letter dated 11 April 2022. (refer In-Committee).</li> <li>6. SchoolDocs Advisory Updates dated 12 April 2022.</li> </ol>	<p>Confirmation letter sent.</p>		

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	<p>7. Email 13/4 from Graeme Macann – Eligibility of Kahui Ako Across School candidate.</p> <p>8. Declaration of Student Election Results 2022 from Christine Yeager, Returning Officer. Move to confirm the Student Election Results 2022. E Lang: I move that the above Election Results are confirmed. S Hyland-Mills: I second this motion.</p> <p>9. P.E.B. Email &amp; decision letter from Teaching Council 11 April 2022. (refer In-Committee).</p>			
<p><b>OUTWARD CORRESPONDENCE</b></p>	<p>1. Confirmation letter of receipt of OIA request dated 4 April 2022.</p> <p>2. Acknowledgement letter 4 April of M Dalley resignation and farewell.</p> <p>3. Email 11/4 sent by Principal providing information requested via OIA. C Betty: I move that the inward and outward correspondence are confirmed. J Everitt: I second this motion. <i>CARRIED ALL.</i></p>			
<p><b>PRINCIPAL REPORT</b></p>	<ul style="list-style-type: none"> <li>• Under <b>Orange setting</b>, masks are not compulsory. Public health advice is that masks should be worn inside.</li> <li>• Principal has reminded parents and caregivers that the Wednesday programme of a 9.30am start time will continue until further notice. C Betty: I move that the Wednesday 9.30am start programme continues. N Moore: I second this motion. <i>CARRIED ALL.</i></li> <li>• Weekly assemblies start Term 2</li> <li>• Rescheduled and approved Year 13 5-day tramp will now take place on 23 May 2022. C Betty: I move the board confirms the appointment of Nicole Blake to a fixed-term position as Year 9 Dean from 2 May 2022 to 27 January 2023. J Everitt: I second this motion. <i>CARRIED ALL.</i></li> <li>• C Betty: I move the board confirms the appointment of Matthew Williams to a permanent position as Assistant Head of English commencing 2 May 2022. S Hyland-Mills: I second this motion. <i>CARRIED ALL.</i></li> </ul> <p>A recruitment firm had a teacher in South Africa, Roxanne Venter, ready to go to NZ. She met with Julie Lawson, HOD English and Ally Fletcher, Second Deputy Principal, for an interview. Principal has applied for border exemption. Once done, we will apply for a visa (fast-tracked) and hopefully she will be here by the end of May. She has NZ teacher registration.</p>			

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	<p>C Betty: I move the board confirms the appointment of Roxanne Venter to a permanent position as English teacher commencing 2 May 2022, or when she is able to get to NZ. S Hyland-Mills: I second this motion. <i>CARRIED ALL.</i></p>			
<p><b>PRINCIPAL REPORT</b> Continued/</p>	<ul style="list-style-type: none"> <li>• Kahui Ako advertised two <i>Across School</i> leaders. Julie Lawson applied and was successful.  C Betty: I move the board confirms the appointment of Julie Lawson to the role of <i>Across School</i> leader from 2 May 2022 to 1 May 2024. N Moore: I second this motion. <i>CARRIED ALL.</i></li>   <li>• We need to appoint four <i>Within School</i> positions for Jess Hawke, Sifiso Dzadya, Fraser Anderson, John Everitt and Shivniel Prakash.  C Betty: I move the board confirms Jess Hawke as <i>Within School</i> leader from 2 May 2022 to 1 May 2024. E Lang: I second this motion. <i>CARRIED ALL.</i>  C Betty: I move the board confirms Sifiso Dzadya as <i>Within School</i> leader from 2 May 2022 to 1 May 2024. N Moore: I second this motion. <i>CARRIED ALL.</i>  C Betty: I move the board confirms Fraser Anderson as <i>Within School</i> leader from 2 May 2022 to 1 May 2024. E Lang: I second this motion. <i>CARRIED ALL.</i>  C Betty: I move the board confirms John Everitt as <i>Within School</i> leader from 2 May 2022 to 1 May 2024. E Lang: I second this motion. <i>CARRIED ALL.</i></li>   <li>• Move that the Board confirms the appointment of Shivniel Prakash to a fixed-term position as Assistant Head PE/Health from 2 May 2022 to 17 October 2022.  C Betty: I move the board confirms the appointment of Shivniel Prakash a fixed-term position as Assistant Head PE/Health from 2 May 2022 to 17 October 2022. S Hyland-Mills: I second this motion. <i>CARRIED ALL.</i></li> </ul>			

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	<p>Following discussions with the Head of Technology, we decided to share the role of Co-Assistant Head of Technology between Tom King (Materials Tech) and Kees de Boer (Food Tech).</p> <p>C Betty: I move that the board confirms the appointment of Tom King to a fixed-term position of Co-Assistant Head of Technology from 2 May 2022 to 27 January 2023. J Everitt: I second this motion. <i>CARRIED ALL</i></p> <p>C Betty: I move that the board confirms the appointment of Kees de Boer to a fixed-term positions of Co-Assistant Head of Technology from 2 May 2022 to 27 January 2023. S Hyland-Mills: I second this motion. <i>CARRIED ALL</i></p> <p>Following the 1<sup>st</sup> of March roll return we have more hours available for Music and as such have appointed two Music Itinerants:</p> <p>C Betty: I move that the board confirms the appointment of Neil Williamson as Drum Tutor on a fixed-term position for 3.33 hours per week from 2 May 2022 to 27 January 2023. J Everitt: I second this motion. <i>CARRIED ALL</i></p> <p>C Betty: I move that the board confirms the appointment of Joseph Anderson as Guitar/Vocals Tutor on a fixed-term position for 3.33 hours per week from 2 May 2022 to 27 January 2023. E Lang: I second this motion. <i>CARRIED ALL</i></p>			
<p><b>PRINCIPAL REPORT</b> Continued/</p>	<ul style="list-style-type: none"> <li>We have had one applicant, Adrian Clark, for the position of Bus Controller. Adrian is support staff and is ineligible for the bus controller allowance because he is not a teacher. I have agreed to pay the equivalent from the Operations Grant – about \$2,000p.a. Adrian will continue to be supported by the SLT and staff on duty. From Term 2, we will only scan students as they embark in the afternoon.</li> </ul> <p>C Betty: I move that the board confirms the above appointment of Bus Controller. J Everitt: I second this motion. <i>CARRIED ALL</i></p>			

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<p><b>PRINCIPAL REPORT</b> Continued/</p>	<p>Following Lynton de Kock's resignation, the Principal and Mrs Walia have decided to appoint Peter Courtney who was relieving here last term and we have had good feedback. C Betty: I move that the board confirms the appointment of Peter Courtney as a Y7&amp;8 Teacher commencing 2 May 2022. S Hyland-Mills: I second this motion. <i>CARRIED ALL</i></p>			
	<p>Principal met with the two school nurses and has agreed to a pay increase to \$41.00 per hour, with additional allowances for qualifications and First Aid, effective 28 February 2022. C Betty: I move that the board confirms the pay increase as above. S Hyland-Mills: I second this motion. <i>CARRIED ALL</i></p>			
	<p>Principal is concerned about the increase of misuse of smart phones, both at school and home. He would like the board to give him permission to investigate a ban on smart phones. Some other schools have banned them. C Betty to research and table at July meeting. C Betty: I move that the board approves an investigation into banning smart phones at school. S Hyland-Mills: I second this motion. <i>CARRIED ALL</i></p>	<p>Investigate banning smart phones at school. C Betty to research.</p>	<p>C Betty</p>	<p>26 July 2022</p>
	<p>Overseas Trip: Principal has completed the information for the auditor so he can finish the 2019 and 2020 audits. The new auditor is requesting them so they can complete 2021. A copy of the information sent to RSM auditors is included in the Board folder. The UK accounts have gone to the auditor.</p>			
	<p>We are evaluating the long-term plan for the school grounds, following the resignation of Mike Dalley.</p>			
	<p>The roll is 817 as of 26 April 2022.</p>			
	<p>Principal has attached SLT Portfolio (9pp) to Principal Report for the Board to read.</p>			
	<p>C Betty: I move that the Principal's report is accepted. S Hyland-Mills: I second this motion.</p>			

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GENERAL BUSINESS	1. The Declaration of the Student Board Election Results 2022 was moved ( <i>see Inward Correspondence</i> ).			
IN COMMITTEE	<p>Moved In Committee at 7.05pm.                      Moved: C Betty    Seconded: S Hyland-Mills</p> <p>Moved Out of Committee at 7.26pm                      Move that the Meeting finished at 7.30pm.                      Moved: C Betty    Seconded: S Hyland-Mills</p> <p><b>CARRIED: ALL</b>                      C Betty: Karakia</p>			
	<b>Next meeting:</b> Tuesday 31 May 2022			