

MEETING Meeting Commenced 5:30pm Glensview Club 15 th May 2023	Attendees: Ngairie Harris – Governance Facilitator, Kevin Johnson – MOE, Board Members: Krissy Witehira, Dave McNulty, Mareta Matenga Jackie Woodland, Anna Gallien - NZSTA Absence – Anthony Rawiri, Ratau Turner	ACTIONS
5:30pm	<p>Jackie Welcomed everyone here tonight and introduced Anna Gallien NZSTA. Anna was here to provide training and support us with the public excluded business (in committee)</p> <p>Jackie asked Thilo to introduce our new School Kura – Karakia compiled by Heemi Heemi had the help of the SLTeam.</p> <p>Dave McNulty Introduced Sophia Wairoa- Harrison as our new student representative. Dave moved that Sophia be our new student representative. Seconded by Mareta all voted for there were no against.</p> <p>Anna proceeded with the training and gave the Board members the opportunity to understand the process and ask questions.</p> <p>Anna talked about trust and faith around good information.</p> <p>Privacy request- information about your self</p> <p>People can request the information</p> <p>Section 3-7 of the LGOIMA (document) Important to read</p> <p>If you have invited anyone into PEB it needs to be moved why they have speaking rights and the reason they are staying</p> <p>When Anna had completed her training the Board moved into Public excluded business at 6:09pm</p> <p>Public excluded business concluded at 6:32pm</p>	
6:45pm	<p>Establishment Board Melville year 7-13 meeting commenced</p> <p>Apologies: Anthony Rawiri Ratau Turner</p>	

Jackie Woodland
29 May 2023

Previous Minutes	<ul style="list-style-type: none"> Minutes from Previous Meeting, be read as True and Correct: moved by Matenga, Krissy 2nd. All for No against <p>Matters arising:</p> <ul style="list-style-type: none"> NO 	
CURRICULUM & STUDENT ACHIEVEMENT (Establishment Planning)	<p>Comments around Powhiri Very meaningful welcome and was a well organized, special day. Great comments from Te Arawa. Evident that the team we were welcoming, were given to us with love, testament to the whanau and family to support the new teachers. Thanking the Glenview Club for the food and hospitality. Letter was sent to the club to thank them. Koha Morning tea for our Kaumatua , Thilo and Jackie to arrange.</p>	
Presiding Member report	<p>Jackie Presiding Member Report Asking that Ngaire go through one section of the Working Plan and talk a bit further in detail Committees: are we all happy with the committees. Presiding Members of three schools met. Good meeting with Presiding Members. All boards to meet 13th June, 6pm /</p>	Finance Meeting. To discuss the dollar amount

<p>Principals report(Thilo) Briefing on community evening branding and uniform no written report</p> <p>Governance Facilitators Report</p>	<p>Whakawhanaungatanga –to be held in the Melville High school Hall, - MHS will host Thilo – School Karakia / Heemi came up with this for the Kura, attached is the He Kura Whaikaha – same for closing.</p> <p>Conflict of interest for Jackie - Jackie brother Gary Anaru is the Infrastructure Manager.</p> <p>Jackie moved her report and 2nd Ma all for and no against</p> <p>Learnings from Orlando schools visit: Report on the innovative schools Summit Orlando. DP roles and responsibilities/accountabilities to go with their strengths and talents. Visioning day from Tarai Kura-OUR VISION-pull the work from the day and be true to our vision, our values and Te Tiriti o Waitangi. core values-Whaimana, Whaiora, Whaiora. Strategic Plan-for the college working document. Email Thilo before the next meeting with any questions, queries.</p> <p>Thilo presented the 3+ Concepts for the uniform.</p> <p>Board Vote concept 1 unanimous. Need to be seen by Manawhenua Anthony and Whaea Ratau</p> <p>Uniform concepts: 2+ concepts Concept 1: Vote unanimous Offer other options for cultural diversity.</p> <p>Ngairi emailed a Report to the Board and updated the Work Plan and met with 3 principals with a work plan. 6th June is the next meeting. Audit process / Ed Services / areas of concerns, however working hard to rectify the issues to ensure does not keep happening. Sophia to have access Start date for timeline advertising positions, start in the 4th week of the term, (not starting with on the first of the term) to ensure that support the MHS students with NCEA</p>	<ul style="list-style-type: none"> • Next meeting for Sophia to look at committee rejigging and Matt. <p>Heemi to support with Karakia</p> <p>Dave with ITED to organise Sophia email address</p>
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<p>DOCUMENTATION & SELF Review</p> <p>Policies committee report (There will be at least 8 policies to be presented for ratification)</p> <p>Personnel Report.</p>	<p>Mareta – everything is on the drive</p> <p>Bringing the Entertainments that no board Funds will be used to purchase alcohol, WILL BE IN POLICY ALL AGREE, no against</p> <ul style="list-style-type: none"> • The policies below approved to be ratified <p>Policies to be ratified:</p> <ul style="list-style-type: none"> - Conflict of Interest - Entertainment Expenditure - Protected Disclosure - Sensitive Expenditure - Prevention of Bribery, Corruption, Fraud and Theft - Koha Policy - Staff conduct - Staff Leave – employment - Travel Expenditure <p>No report</p>
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<p>Finance Krissy/Thilo audit process</p> <p>Property Report property update Dave</p> <p>Legislation and Administration(Media)</p>	<p>Krissy would like to move that three batches of accounts be paid</p> <ol style="list-style-type: none"> 1. Staff expense \$910.84 2. Glenview Club lease, Food for the Powhiri on 13th May, Spark Bill – 2 months \$4602.19 <p>Moved by Krissy, seconded Matenga, all for no against</p> <ul style="list-style-type: none"> • Deposit of KOHA \$290.00 made to Westpac Bank 15052023 – counted by Krissy and Mareta on Saturday 13052023. In the bank statement under Middle Leadership Powhiri 13052023. <p>Finance meeting moved by Krissy and 2nd Matenga all for and no against</p> <p>Dave presented a Property Report to the Board via Email. Disappointed in the whole process around the Property???? Dave to come back, after next meeting, look at the property plan and the funding,</p> <p>Move and tabled as reported.</p>
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	<p>Correspondence In: N/A</p> <p>Correspondence Out: Letter to MOE and BOT for both High School and Intermediate, as well as Lillian Pompey and Dion Ormsby invitation to attend Community Hui</p> <p>CORRESPONDENCE LEFT TO THE NEXT BOARD MEETING.</p>	
	<ul style="list-style-type: none"> • UNIFORM: Decision to be made by Board 	<p>OTHER BUSINESS</p>

	<ul style="list-style-type: none">● Moved Concept 1 for Uniform Design and Concept 1 for Logo be approved, Jackie to see Iwi Reps as both were not present, to show them and update on the meeting around moving both these Concepts● Next step : Krissy to meet with Liz 16th May to start the Uniform process● Thilo to contact Graphic Designer to approve Concept 1 and changes needed as per Board discussion.● Will be presented at the community Hui <p>Moved by Jackie – all for no against</p> <p>Meeting Finished at 8.35pm</p> <p>Next meeting 29th May 2023</p>
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