



Mangakotukutuku College Establishment Board Meeting

5.30pm – Tuesday 8th August 2023

Present:

Ngaire Harris - Governance Facilitator, Thilo Govender, Jackie Woodland, Krissy Witehira, Ratau Turner, Sophia Wairoa-Harrison, Dave McNulty, Kevin Johnson (Via ZOOM), Matt Crispe

In Attendance:

Justine Rogers

Apologies:

Mareta Matenga

Absent:

Anthony Rawiri

Welcome:

The Presiding Chair welcomed everyone to the meeting, Thilo - Karakia

	Action	Timeframe
<p>1.4 Previous Minutes</p> <p>Read as true and correct Moved: Krissy Seconded: Dave Abstained: Matt</p> <p>No conflict of interest</p>		
<p>Matters Arising</p> <p>It was noted that Pradeep cannot approve finance reports as not a committee member EDI funding - Uniforms (jersey and PE shorts) Chrome books and tech equipment, Yondr</p> <p>Krissy thanked the entire team for their help on the enrolment day at the rugby, they got a really good response</p>		
<p>2. Reports</p> <p>2.1 Presiding Member Report Verbal</p> <p>Attended enrolment day, great for the community. Ngaire and Jackie discussed for Anna Gillien to come in and talk to the Board to keep everyone in line about Governance and Management - all agreed this was a good idea.</p>		

<p>2.2 Principal Report Received and Read</p> <ul style="list-style-type: none"> * 152 applicants, 65 interviewed, second interview 44, appointed 36 including 4 from overseas * Senior and Middle Leaders have been doing Professional Learning this term including First Aid Course, Maori Course, Leticha Kelly (new NZ curriculum) and Tabitha Leonard – Professional growth cycle around coaching and mentoring. *Technology programme will have 5 schools attend, Hamilton West, Rukuhia, Whatawhata, Whitiara and South City Christian Schools. *Support Staff advertisements will go out on the 22nd August, approx. 21 positions *Pradeep meeting contractors and liaising with both schools for contractors to go in *Thilo, Peter O, Kevin, Alana and Todd Unkovich were at MIS Tuesday 8th Aug to look at the space for Healthy Lunch Programme, both Alana and Todd were happy with the space. *Uniform committee will host a community meeting-will have mannequins there with samples as well as Direct Group and WINZ there, still working on the PE/House shirt *Enrolments very slow, looking at other ways of getting the word out, taking QR code to local shops etc *Yondr Programme for cell phones – will come out to do a presentation *H&S committee – everyone coming into school must sign in, investigated Vistag to use 		
<p>2.3 Governance Facilitators Report Received and Read</p> <ul style="list-style-type: none"> *Thilo and the team are keeping up with the dates on the WorkPlan, multiple streams and the pressure is at pace. 		
<p>2.4 Mana Whenua Report Verbal</p> <p>No report this meeting</p> <p>All Reports Tabled, Seconded: Dave, All in favour</p>		

<p>3. Committee Reports</p> <p>3.1 Policy Verbal</p> <p>*No meetings around policies at this stage, looking forward will need to review some as coming up 3 months Moved-Jackie, Seconded-Sophia</p>		
<p>3.2 Personnel Verbal</p> <p>*Moved that Pradeep Kumar will be added to the Finance and Property committees *Justine Rogers will take minutes for Finance, Property and H&S committees to keep consistency Moved-Thilo, Seconded-Dave</p>		
<p>3.3 Finance Verbal</p> <p>* Seedlings will be a school gift, not each student – still a work in progress * Dave suggested each founding student receive something, he will look into some options * In line with best practise we will be journalling the teachers salary grants through the accounts</p> <p>*Move that the Board give authority for Pradeep Kumar to engage with IRD in regards to all tax matters Moved-Matt, Seconded-Dave</p> <p>*Move the motion that we apply for EDI funding for uniforms Moved-Matt, Seconded-Dave</p> <p>*Move the motion that we apply for EDI funding for Chrome Books and specialist classroom computers Moved-Matt, Seconded-Dave</p> <p>*Move the motion that we apply for EDI funding for the Yondr Phone Programme Moved-Matt, Seconded-Krissy, Against-Dave</p> <p>Finance Report – Moved-Matt, Seconded-Krissy</p>	Dave	

<p>3.4 Property Verbal</p> <p>*Progress has been slow, Dave has been in contact with Alana, MHS have been on the rationalisation funding plan since 2021, MIS was only put on June this year *Meeting with painting people Wednesday 9th Aug to compare costs, will then make a decision *Waiting on report from Project Manager re P2 Plan, no change on Masterplan, still waiting on funding *Alana on AL for a month, someone will step into her role while she is away *Concept Plan received from Landscaper to look at (3x quotes) *Look at Finance and Property meetings to be together, at least once a month</p> <p>Moved-Dave, Seconded-Matt</p>		
<p>3.5 Media Verbal</p> <p>*No meeting last week due to enrolments *Going forward will come up with a solid plan in supporting the team around enrolments</p> <p>Moved-Krissy, Seconded-Sophia</p>		
<p>3.6 Health and Safety Verbal</p> <p>*No report *Confirm who will lead the H&S Committee – PCBU Thilo Govender?</p>		
<p>3.7 Uniform Verbal</p> <p>*Community meeting, 23rd August *Quiz night, 11th November</p> <p>Moved-Krissy, Seconded-Sophia</p>		

<p>4. Correspondence</p> <p>No Correspondence</p>		
<p>5. General Business</p> <p>5.1 In-Committee – Jackie moved ESB go into Public excluded business - 7.22pm The ESB moved out of Public excluded business – 7.34pm</p> <p>5.2 *Professional Learning-growth cycle – checked out with council *Alison Harold talked about putting together an enrolment scheme for all Hamilton schools, won't be until next Year. Must be implemented the start of the year.</p>		

Meeting closed 7.40pm

Next meeting Tuesday 22nd August 2023, 5.30pm