

## **Melville Yr7-13 College Establishment Board Meeting**

**9 February 2023**

### **Minutes as recorded:**

Meeting opened at 5 32pm: Meeting chaired by vice presiding member Dave McNulty in Matt Crispe's absence.

Welcome karakia from Anthony

Anthony also welcomed the four Deputy Principals who were in attendance.

**Present:** Dave McNulty, Krissy Witehera, Ratau Turner, Thilo Govender, Anthony Rawiri Jo Wilson, Jackie Woodland.(Matt Crispe took part in the meeting via video link)

### **In attendance**

Louise Handley, Samantha Farook, Hemi Walker, Peter O'Leary. Deputy Principals.

**Apologies:** Peter Leggat, Kalaya Willis, Matt Crispe, Mareta Matenga(excused on leave)

Deejay Wenham (administrator)

Dave McNulty moved that the four Deputy Principals in attendance be given speaking rights.

All in favour.

Matt Crispe was welcomed on line.

### **Matters arising**

#### **Powhiri**

The procedures of the powhiri were explained by Jackie Ratau and Anthony

Board members were informed that the powhiri would begin at 10am on Te Manaakitanga Marae Melville High School Friday February 10 2023. The board have had numerous discussions around the powhiri.Board members were briefed and the dress code was discussed.

Anthony explained the meaning of Wai wai tapu (holy water) in this case referring to those on the board or in the management team who have not been on to this marae before.

Anthony communicated clearly to the Board in this respect.

Dave thanked Ratau and team for following through with this organisation.

### **Correspondence:**

In: no correspondence

Out: no correspondence

Krissy took this opportunity to discuss her concern regarding a flyer that was to be circulated.This flyer was to inform the school community around the up and coming community hui set by the board for 16 February. She was disappointed and concerned it had not been circulated. A respectful discussion took place around the non-distribution of this flyer and the personnel responsible.

Thilo expressed an interest in working with all the communication around this issue.

Thilo showed the board a flyer that had already been created.

Matt replied to this and was all on board and happy with this development.

It was moved by Dave that no correspondence was tabled

All in favour.

### **Financial Reimbursements**

Thilo Govender and Peter Leggat had reimbursements to be submitted or had already submitted their reimbursements. There were no figures attached.

### **Governance facilitators report:**

Jackie had received the Governance facilitators report from 2 February and they are recorded as being tabled at this meeting.

### **Terms of Reference**

The terms of reference were sent out to Dave and Matt at this stage no other board members had received them

Matt has agreed to share them with all board members.

### **Subcommittee reports**

These will need to be reviewed. Matt will review these reports and attach them to minutes.

It was agreed that a Board member will be responsible for chairing each subcommittee.

All in favour

### **Progress on school name**

Ratau explained the procedures around the school name and the process that will follow the name. Jackie and Thilo attended the Pokai at Hukunui marae. The King was in attendance and the suggested name was presented to him by our elder Tutu. The iwi now has to wait until the King has gifted and blessed the name. We are getting closer to unveiling the school name.

Well done Ratau for the work she has done.

### **Cultural Narrative( our maori experts)**

Professor Tom Roa from Waikato University is steeped in research around cultural narratives. He will be invited to help with the cultural narrative.

Ratau's husband is also steeped in information around cultural narrative and will be a valuable source of information.

Jackie suggested that both these experts be given a fee if they accept this work.

Jo also suggested that if Dr Pare Hopa works alongside the Deputy Principals along the lines of lifting the levels of achievement for our Maori rangatahi then she be given a koha.

All in favour.

Thilo has established good connections with Ngati Maahanga through Rick Samuels. Thilo has been discussing how to establish a bilingual approach throughout the kura.

### **Uniform**

No report

### **General Business**

**Moved into committee 6pm**

**Moved out of committee 6 23pm.**

**These minutes are in committee and will be circulated confidentially at a later date.**

We continued on with General Business

### **Presentation for Community Hui**

#### **Procedures**

A lite supper will proceed the hui at 5 30pm.

Karakia will follow at 6pm

Matt to speak to community. He will introduce Thilo and the senior leadership team

Thilo will be the lead for the main presentation. It is envisaged that there will be questions from the community focussed on governance and school management.

There will be different levels of response to any questions. There will be a role for the board and a role for the management.

Each team will answer the questions suited to governance or management based on their roles.

If the name is unveiled it is suggested that the presiding member unveil the name. The iwi members will then intervene with the meaning and the research around it.

### **Other items for discussion**

Mentoring schools that will be contributing to Melville College

Anthony explained how he has kept in contact with Rukuhia and Koromatua

### **Jos concerns**

Too much loose communication with schools would mean that schools and community could be receiving different messages. Jo expressed the importance of a consistent approach especially by the senior leadership.

### **Jo put a motion on the table:**

To get accurate information to the community it should be board chairs, and principals of the three boards discussing communication.

### **Motion:**

That Board chairs and principals of the Establishment Board, Melville High and Melville Intermediate meet to clarify and streamline ways of working together.

Matt seconded: All in favour.

### **Budget**

A board member asked about the budget. Who forms the budget and presents it?

**It was confirmed that the board is responsible for ratifying the budget when it is presented.**

Thilo is communicating closely with education services and personnel who are responsible for working and guiding the budget. Time lines will be completed.

### **In conclusion:**

Ratau quickly outlined the powhiri procedures again

Confirming the order of speakers.

Anthony had a general patai(question)around the powhiri

Next meeting with community 16 Feb 2023

Board meeting 23 Feb 2023.

**Dave closed the meeting at 6 41pm**

**Anthony followed up with a lovely closing karakia.**

Jackie Woodland 10 Feb 2023