



## **Mangakotukutuku College Establishment Board Meeting**

**5.30pm – Tuesday 23rd January 2024**

**Present:**

Jackie Woodland, Thilo Govender, Kevin Johnson, Matt Crispe, Dave McNulty, Anthony Rawiri, Krissy Witehira, Ratau Turner, Mareta Matenga, Tom Scollard (Zoom)

**In Attendance:**

Justine Rogers

**Apologies:**

Sophia Wairoa-Harrison

**Absent:**

**Welcome:**

Jackie welcomed all, Anthony- Karakia

*Jackie Woodland  
19 March 2024*

	Action	Timeframe
<p><b>1.4 Previous Minutes</b></p> <p>Read as true and correct  Moved: Krissy    Seconded: Ratau</p> <p>No conflict of interest</p>		
<p><b>Matters Arising</b></p> <p>Have not heard from ERO</p>		
<p><b>2. Reports</b></p> <p><b>2.1 Presiding Member Report</b>  <b>Received and Read</b></p> <ul style="list-style-type: none"> <li>- Thanks to Thio and the team for the big job thy are doing cleaning up the school</li> <li>- Professional Development for the Board and Election Process - Anna Gallien</li> <li>- Jean Patterson will lead with Governance and Management/Stand downs and suspensions</li> <li>- Dave and Jackie met and had a school walk through, Dave will make more decisions with the Property committee moving forward</li> <li>- Thank you to Matt and the Finance team for finalising the budget</li> <li>- Iwi have Opening of school powhiri in place</li> </ul>		

<p><b>2.2 Principal Report</b> <b>Received and Read</b></p> <ul style="list-style-type: none"> <li>- As at 23 January 755 students enrolled</li> <li>- 331 students timetabled for Technology programme</li> <li>- Appointed 2 new staff, Joseph Nepia and Andy Derby</li> <li>- Timetable in final draft</li> <li>- Need to appoint a third caretaker due to the size of campus and extensive work needed</li> <li>- Sports Co-Ordinator resigned - husband has job in Wellington - Position has been re-advertised</li> <li>- New Accounting company - Solutions and Services, met with the Director and she is very impressed how well Pradeep has done in a short space of time</li> <li>- Costings for work being undertaken by APS as per our contract have been sent to the Finance Committee</li> <li>- Still do not have an Asset Register from MHS</li> <li>- Old MHS now called Collins Road Campus and old MIS called Mount View Road Campus</li> <li>- Work on the grounds is extensive and ongoing</li> <li>- Community Gardening bee was a good success, several families, staff and their families and Board members turned up.</li> <li>- Urgent Library concerns - National Library Advisor, Jeanette Brooker visited to support our new Librarian. There are serious and urgent issues with the transfer of assets from the 2 previous schools, have communicated this to Tom Scollard and will wait for his feedback on how the situation can be rectified.</li> </ul>		
<p><b>2.3 Governance Facilitators Report</b> <b>Verbal</b></p> <ul style="list-style-type: none"> <li>- Library Asset Register to be looked at as per Thilo</li> <li>- Professional Development training for stand downs and suspensions, possibly SLT go to the training as well</li> </ul>		
<p><b>2.4 Mana Whenua Report</b> <b>Verbal</b></p> <ul style="list-style-type: none"> <li>- Powhiri plans underway</li> </ul> <p><b>All Reports Tabled, Seconded: Dave , All in favour</b></p>		

<p><b>3. Committee Reports</b></p> <p><b>3.1 Policy</b></p> <ul style="list-style-type: none"> <li>- Changes need to be made to ESB policy - Policy committee to meet once changes have been made</li> <li>- Current delegations are in effect until February</li> </ul>		
<p><b>3.2 Personnel</b></p> <ul style="list-style-type: none"> <li>- Divide up some MUs of Heemi's - expressions of Interest to go out to staff</li> </ul>		
<p><b>3.3 Finance</b></p> <p><b>Verbal</b></p> <ul style="list-style-type: none"> <li>- Budget circulated at last meeting</li> <li>- Security issues</li> <li>- Is there a lawn mowing contractor budget?</li> <li>- Final Budget to be done by March</li> <li>- Re-assess at the February meeting</li> </ul>		
<p><b>3.4 Property</b></p> <p><b>Verbal</b></p> <ul style="list-style-type: none"> <li>- Exceptional work from everyone in the last 10 days</li> <li>- Alan Smith is our new MoE Property Manager</li> <li>- 10YA property funding to be put in place</li> <li>- Peter Hannan said some of the 10YA money would be used to fix the problems we already have</li> <li>- Krissy asked Marcus about the 6th Dece date re Worksafe, he will look into this for us</li> <li>- Tom - separate pot of money for Worksafe maintenance</li> <li>- Buses - 2 weeks grace and then not responsible for other schools</li> </ul>		
<p><b>3.5 Media</b></p> <p><b>Verbal</b></p> <ul style="list-style-type: none"> <li>- Waikato Times would like to do a story - Krissy to contact them</li> <li>- Marcus told Krissy there was some Media coverage about uniforms but no one has seen anything - Krissy to look into</li> </ul>	<p>Krissy</p> <p>Krissy</p>	

<b>3.6 Health and Safety</b> <b>No Report</b>		
<b>3.7 Uniform</b> <b>No Report</b>		
<b>3.8 Funding</b> <b>No Report</b>		
<b>Moved all Reports are accepted, Seconded: Dave</b>		
<b>4. Correspondence</b>  In: Resignation from Ramari Spain Out:  <b>Accepted</b>		
<b>5. General Business</b> <ul style="list-style-type: none"> <li>- Thank you letter to go to The Glenview Club - Jackie to write letter</li> <li>- Letter to kingitanga to invite him to the powhiri</li> <li>- Email staff to find out what curtains/blinds/fans don't work</li> <li>- As a temporary measure the Board will get fans within the next 2 weeks</li> <li>- Air conditioning units in Admin area are environmentally unfriendly, Alan Smith has suggested they be replaced</li> </ul> <b>5.1 In-Committee</b>  Jackie Woodland moved ESB go into Public Excluded Business 7.27pm The ESB moved out of Public Excluded Business at 7.58pm	Dave	

Meeting closed 7.58pm

Next meeting: Tuesday 20 February 2024