



## **Mangakotukutuku College Establishment Board Meeting**

**5.30pm – Tuesday 19 March 2024**

**Present:**

Jackie Woodland, Thilo Govender, Kevin Johnson, Matt Crispe, Dave McNulty, Krissy Witehira, Sophia Wairoa-Harrison, Matua Tommy Moana

**In Attendance:**

Justine Rogers

**Apologies:**

Ratau Turner, Tom Scollard, Anthony Rawiri, Mareta Matenga

**Absent:**

**Welcome:**

Jackie welcomed all, including 2 guests, Rosana and Helena Harrison

The Board are in agreement that Rosana Harrison has speaking rights.

Rosana spoke as an ex-teacher and parent of the school, showing her support.

Moved by the Chair, all in favour

	Action	Timeframe
<p><b>1.4 Previous Minutes</b></p> <p>Read as true and correct  Moved: Matt    Seconded: Dave</p> <p>No conflict of interest</p>		
<p><b>Matters Arising</b></p> <p>Parent discussion from previous meeting, main thing asked was for more communication</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>- Official Information Act request, Jackie sent all the information away.</li> <li>- 2 additional meetings held, one Thursday 14 March and one Friday 15 March with school staff</li> <li>- Board reports are to be in the Thursday before the monthly meetings.</li> <li>- Louise has requested an exit meeting; Jackie will do this on Friday 22 March</li> <li>- ERO still has not been in touch with their report – Kevin called them to confirm the school was okay to open</li> </ul>		

<p><b>2.2 Principal Report Received and Read</b></p> <ul style="list-style-type: none"> <li>- 852 students enrolled as at 17 March 2024</li> <li>- Appointed Melissa Goodin as a Te Reo and Food Technology Teacher, Cristi Theron as a Social Sciences Teacher, and Makelesi Qareqare as an English Teacher.</li> <li>- Resignations from Louise Handley and Katherine Carmody</li> <li>- Various positions advertised, as per report.</li> <li>- Student attendance Report</li> <li>- Finance – Sandy Dunn will attend next Finance meeting.</li> <li>- To contact Board prior to Suspension letters going out for availability</li> <li>- Need to move on things like security cameras, fencing – Krissy to follow up on third quote, need to go through GETS as over \$50000 – to speak to Alan Smith for support or do it over 3 separate quotes.</li> <li>- More Reports required, gender, ethnicity, if in class or out of class, year level (for each Board meeting)</li> <li>- School interviews – those who don't turn up, as a Board some action needs to be taken as to where to next. We have done all we can in terms of reaching out to families, we have been going over and above the call of duty, we don't have an in school social worker, nurse was abused by a student, very real issues for our staff.</li> <li>- Dave to look into this a bit further, re voluntary support.</li> <li>- Paul Mitchell, 2 sessions, what they had been indicating to the MoE the concerns were not accurately summarised, voices were not heard. Nothing that was said was being interpreted by the MoE in the intent it was offered to the staff. Serious ethical concerns</li> <li>- What is the intent of a Well-being survey-LSM will be doing this? NZER do Well-being surveys, is this doubling up if the LSM come in and do a scoping exercise? Kevin agreed with Thilo, LSM will investigate this. Board can pass this onto the LSM.</li> <li>- Minute that the Board is concerned about the Well-being of the staff.</li> <li>- Dave moved we co-opt a staff representative onto the Board who can express the opinions of the staff for the term of the ESB Moved: Dave Seconded: Krissy</li> <li>- Justine to run elections – Kevin to explore the Student voice</li> </ul>	<p>Krissy/Matt</p> <p>Dave</p>	

<p><b>2.3 Governance Facilitators Report</b>  <b>No Report</b></p> <ul style="list-style-type: none"> <li>- Tom Caught up with Jackie on Monday, he does a report to the Ministry</li> </ul>		
<p><b>2.4 Mana Whenua Report</b>  <b>No Report</b></p> <p><b>All Reports Tabled, Seconded: Dave, All in favour</b></p>		
<p><b>3. Committee Reports</b>  <b>3.1 Policy</b></p> <ul style="list-style-type: none"> <li>- Move that the ESB delegations are updated and approved up to \$30k un-budgeted then approval from the Board thereafter. Moved: Jackie Seconded: Sophia</li> </ul>		
<p><b>3.2 Personnel</b>  <b>No Report</b></p>		
<p><b>3.3 Finance</b>  <b>Verbal</b></p> <ul style="list-style-type: none"> <li>- Ratify the Budget at the next meeting</li> <li>- Purchase cards (Heemi and Louise) memo re reimbursement policy, on hold as Pradeep has a good handle on this</li> <li>- Audit follow-up – Payroll. Pradeep does need access as the Business Manager, Shinta to write a letter stating this.</li> <li>- Interl Control check list</li> <li>- JaniKing – Patricia Ave School has ben added, Thilo to have a meeting with the Pat Ave Principal</li> </ul>		

<ul style="list-style-type: none"> <li>- No House Insurance on School House</li> </ul>		
<p><b>3.4 Property</b> <b>Verbal</b></p> <ul style="list-style-type: none"> <li>- SEPE report confirmed for next week</li> </ul>		
<p><b>3.5 Media</b> <b>No Report</b></p>		
<p><b>3.6 Health and Safety</b> <b>No Report</b></p>		
<p><b>3.7 Uniform</b> <b>No Report</b></p> <ul style="list-style-type: none"> <li>- Jerseys due 1<sup>st</sup> week of April</li> </ul>		
<p><b>3.8 Funding</b> <b>Verbal</b></p> <ul style="list-style-type: none"> <li>- Grassroots – move that Sophia has approval from the Board to proceed with Grassroots Trust Application</li> </ul> <p><b>Moved all Reports are accepted, Seconded: Krissy</b></p>		
<p><b>4. Correspondence</b></p> <p>In: Professional Development from Jean Patterson (report received)  Invoice from NZSTA – Membership  Media Training  Memorial for Jayden</p>		

<p>Sophia's resignation (acknowledged)</p> <p><b>Accepted</b></p>		
<p><b>5. General Business</b></p> <ul style="list-style-type: none"> <li>- It was noted that there could be two Board member present for suspension meetings.</li> <li>- LSM appointment – concerns on Budget</li> </ul> <p><b>5.1 In-Committee</b></p>		

Meeting closed 7.40pm

Next meeting: Tuesday 16<sup>th</sup> April, 5.30pm