

CONFIRMED MINUTES

BOT MEETING



At the **Board of Trustees Meeting on 4 Mar 2024** these minutes were **confirmed as presented**.

Name:	Mahurangi College
Date:	Monday, 4 December 2023
Time:	6:00 pm to 7:23 pm (NZDT)
Location:	Mahurangi College, Main Staff Room
Board Members:	Fleur Auber (Chair), Kim McKergow, Nicole Callender, Nyree Norrington, Tony Giles
Attendees:	Carla Strachan
Apologies:	Dave Morrison, Joy Saleupolu

1. Welcome and Karakia

1.1 Welcome

Fleur welcomed all.

2. Procedural

2.1 Interests Register

2.2 Confirm Minutes

Board of Trustees Meeting 30 Oct 2023, the minutes were confirmed as presented.

Board of trustees Budget 2024 Meeting 14 Nov 2023, the minutes were confirmed as presented.



Board Minutes 30 October 2023

Approved

Decision Date: 4 Dec 2023
Mover: Fleur Auber
Second: Nicole Callender
Outcome: Approved



Board Minutes 14 November 2023

Approved

Decision Date: 4 Dec 2023
Mover: Fleur Auber
Seconded: Nicole Callender
Outcome: Approved

2.3 Action List from Previous Meeting

Due Date	Action Title	Owner
11 Sept 2023	Friends of Mahu (FoM) Terms of Reference Status: In Progress	Tony Giles
30 Oct 2023	Counsellor in to explain issues they are dealing with and how they are addressing them. Status: On Hold	Tony Giles
30 Oct 2023	Wellbeing survey on website for parents' feedback Status: Completed on 4 Mar 2024	Kim McKergow
10 Dec 2023	Google Classrooms - deadlines Status: Completed on 22 Nov 2023	Tony Giles
11 Dec 2023	Find out from other big schools how they manage risky adventures on trips Status: In Progress	Tony Giles
11 Dec 2023	Discuss with Theresa re Sponsorships and report to Board Status: Completed on 3 Dec 2023	Tony Giles
12 Dec 2023	Communication to Parents/Caregivers for Prizegiving is too late Status: Completed on 4 Mar 2024	Tony Giles

Theresa is quite committed time wise, however she happy to take on extra work now that the website upgrade is complete.

3. Items for Approval or Decision

3.1 Overnight Trip Approvals



Trips: Y8 camp and Y13 camp

Approved

Decision Date: 4 Dec 2023
Mover: Nyree Norrington
Seconded: Fleur Auber
Outcome: Approved

3.2 Financial Report



Financials: Financial Statemnts, EO Report, Payments, Payables, Man Journals and Bank Recon Oct 2023

Approved

Decision Date: 4 Dec 2023
Mover: Fleur Auber
Seconded: Nyree Norrington
Outcome: Approved

3.3 Policies for Approval

Transport (Bus) policies will presented in 2024.

Nicole has agreed to work with Nyree on Policies.

3.4 Project Management Forms (5YA) Delegate Financial Authority to Principal



Financial approval for 5YA project forms delegated to Principal

Approved

Decision Date: 4 Dec 2023
Mover: Fleur Auber
Seconded: Nicole Callender
Outcome: Approved

4. Items For Discussion

4.1 Principal's Report

The report was taken as read.

NCEA English Level 1 - derived results. These will be done with no action required from parents/caregivers or students.

Late resignation last week - Naomi Wade (Education for Sustainability) - accepted with regret.

Attendance down - MOE has made funding available to assist schools. A contractor has been employed to assist schools.

There has been a spike in suspensions and stand downs. We are planning to create a programme to support students through their difficulties.

4.2 Annual Plan: Review 2023 & Discuss 2024

The Annual Plan is very good and captures the essence from both Board and staff feedback. Focus is on incremental improvements and being deliberate about areas to show real progress.

Board were invited send any ideas to Tony.

4.3 Health and Safety

There are no issues to report.

4.4 Discussion: Sponsorship & Fundraising

This was held over to 2024.

4.5 Principal's Participation in PGC Group



Principal's Participation in PGC (Professional Growth Cycle) 2023

Approved

Decision Date: 4 Dec 2023
Mover: Fleur Auber
Seconded: Nicole Callender
Outcome: Approved

4.6 Property Report

New Build caters for all weathers

Furniture & Equipment Grant for the new build is \$160K

5. Items for Noting or Information

5.1 General Business

There was no other business to discuss.

5.2 Meeting Dates: Propose 4 March 2024 for next Board meeting

Carla and Tony will draw up potential Board meeting dates for 2024.

Board morning tea to be held in Term 1 to introduce new Board members.

5.3 Term 4 Workplan

6. Reports/Correspondence

6.1 Correspondence - Refer Trips and "In Committee"

7. In Committee

7.1 "In Committee" at 7:10pm and out at 7:20 pm.

7.2 Staff Requests

7.3 Suspension Hearings

8. Close Meeting

8.1 Close the meeting

Next meeting: Board of Trustees Meeting - 4 Mar 2024, 6:00 pm

Signature: _____

Date: _____