

NAENAE COLLEGE BOARD OF TRUSTEES

Minutes of the Board of Trustees Meeting held virtually on Thursday 26 May 2022 at 1830 hrs

Present: Rome Vailini (Chair), Alex Maehe (Acting Principal), Tafaoimalo Loudeen Parsons (Parent Representative), Karen Shepherd (Parent Representative), Sarah-Jane McCosh (Parent Representative), Trudy Stead (Co-opted member), Eric Parker (Student Representative), Devon Turi (Staff Representative) and

Apologies: Andy Soper (Deputy Chair), Tia Turahui, (Co-opted member)

In attendance: Helen Hepburn (Secretary)

Loudeen – karakia for opening and closing of meeting

Welcome from Rome

Strategic Focus

Rome spoke about the purpose of the goals. This is to guide the committees to provide reporting on the goals and how we are tracking. The goals for the meetings are rotational. Next meeting the discussion will be on goal one. The Board has an opportunity to reflect on these goals a number of times a year

Committee and Groups to focus on the strategic goals.

Rome also spoke about the Analysis of Variance, this provides information on the plans and goals that have been set at the beginning of the year and how we are tracking. This reflects the goals of the school. This report shows that covid has impacted any progression on goals.

A suggestion was made that maybe get Faculty Heads to attend the Board meetings once a year, this will help us understand that is going on in the school and will show faculty heads that we are interested in what they are doing. We could alternate, we could go to them and then the next year they can come to us for discussion.

Student Representative Report – Eric Parker

Report taken as read

Fundraising was discussed and a number of ideas were shared on how to fundraise. The proceeds from the fundraising is to go towards microwaves in each classroom, if there is surplus, then this will be spent on water fountains.

Motion: that the student report be accepted

E Parker/SJ McCosh

Carried

Staff Representative Report – Devon Turi

Report taken as read

Motion: that the staff representative report be accepted

D Turi/T Stead

Carried

Principal's Report

Report taken as read

There was an update to the covid survey. The student survey result showed the 80% would like to have a choice whether to wear a mask.

The Acting up structure is going well, there has been a really good response from staff. We have had a tough time with the incident that affected 2 of our students and whanau.

Rome thanked Alex for leading us in this difficult time.

The staff resignations were accepted by the board.

Motion: that the resignations be accepted

A Maehe/ D Turi

Carried

A question was raised whether exit interviews were done at Naenae College. This has not been done in the past.

Policy committee will look into the formal exit interview process.

The wellbeing committee to look into any improvements for the position of Social Worker, maybe sit down with the Counsellor to get some input.

Request of Sabbatical for Alex Maehe Term 2 2023.

Recommendation to the Board that the sabbatical leave for Alex Maehe be approved.

Motion: that the sabbatical leave accepted

SJ McCosh/R Vailini

Carried

Motion: that the principals report be accepted

A Maehe/L Parsons

Carried

Sub-Committee Reports

Resource meeting

There was a recommendation to the board to put the Student Walkway on hold to be able to proceed with the Admin Block renovation. The student walkway will be addressed again in the near future.

Recommendation to the Board to put the Student Walkway on hold to be able to proceed with the Admin Block renovation

K Shepherd/L Parsons

Carried

Motion: that the Resource Committee report be accepted

K Shepherd/R Vailini

Carried

Marae meeting

Report taken as read

Sinapi's farewell is Friday 3 June.

Motion: that the Marae report be accepted.

A Maehe/ K Shepherd

Health and Safety Committee

Report taken as read

Correspondence

A request has been received for training gear for the Prem 1 netball team, Devon to bring this to the board next meeting.

We have received 2 quotes for Board approval:

1. Hardisty for the repair for the heaters so they will work adequately. \$ 5,498.00 + GST
2. Thermoplastic – for the repair of the fume cupboard in room 6. We will not get our BWOFF until this is repaired. \$ 4,919.00 + GST

Motion: that the board approve Expenditure for the Heaters

SJ McCosh/D Turi

Carried

Motion: that the board approve Expenditure for the Fume cupboard

K Shepherd/R Vailini

Carried

Minutes of meeting held 13 April 2022

Motion: that the board approves the previous minutes

R Vailini/L Parsons

Carried

MEETING	ACTIONS REGISTER	Responsible/ Actioned (√)	Due
23 Sept	Strengthening Student Engagement – report back in January	S-J	March 2022
24 June	Draft letter for MOE re: inequities in property funding	Karen	Ongoing
25 Feb	To draw up appealing strategy document for the website. Organised to meet in the holidays.	Rome/SJ	Ongoing
25 Feb	School Docs - Andy will send a message to members to flag documents which come up for review.	Andy	On going
13 April	Talk to local Iwi regarding the Community Committee	Tia	May 2022

Meeting closed 2050 hrs

Signature _____ **Date** _____

2022 MEETING DATES

Confirmed dates for Resource Meeting (Mondays)

17 January No meeting held	14 February	7 March	4 April	16 May	13 June
4 July	15 August	12 September	17 October	14 November	

Confirmed dates for BOT Meeting (Thursdays)

27 January/ 3 February	24 Feb	17 March	14 April	26 May	23 June
28 July	25 August	22 September	27 October	24 November	

Karakia Roster

27 January/ 3 February	24 Feb	17 March S-J	14 April Rome	26 May Andy Loudeen	23 June Loudeen Andy
28 July Tia	25 August Karen	22 September Trudy	27 October Devon	24 November Nic	

Please note that meetings in the months of March, April and July have been adapted to allow for school holidays and public holidays and fitting in a BOT meeting before the April holidays.