



Present: C Betty (Principal), T Potts (Staff Representative), K Ngataki, N Moore, G Tema-Liapaneke, M Albert, K McDowall (Student Representative) and J Paton (Principal's PA)

Via Teams: M Preston, A Tocker and E Mouton

Visitors to Meeting: P Moody (Executive Manager)

Apologies: M McDowell and H Kani

Absent:

Start: 5:58 pm **Finish:** 6:57 pm

The Board agreed that P Moody (Executive Manager) could be at the meeting.

KARAKIA
M Albert

K Ngataki, as Presiding Member and on behalf of the Board, welcomed K McDowall as the newly elected Student Representative on the Tuakau College Board.

AGENDA
Adopt the Agenda.
Moved: K Ngataki Seconded: T Potts Carried: All

APOLOGIES
M McDowell and H Kani.
Moved: N Moore Seconded: T Potts Carried: All

DECLARATION OF INTEREST
Form in the shared Drive for this. K Ngataki reminded the Board to be mindful of this form and complete as relevant.

MINUTES OF 24 SEPTEMBER, 2024 MEETING		
Matters Arising	Actions	Update
<ul style="list-style-type: none"> No matters arising. 		
G Tema-Liapaneke moved the Board accepts the Minutes of the Board Meeting of 24 September, 2024.		
Moved: G Tema-Liapaneke	Seconded: K Ngataki	Carried: All

HEALTH AND SAFETY REPORT
No Health and Safety report this month.

PROPERTY REPORT		
<i>Matters Arising</i>	<i>Actions</i>	<i>Update</i>
<ul style="list-style-type: none"> K Ngataki queried the payment of the \$350 bill charged to a student and P Moody advised it has been invoiced. K Ngataki queried what happens if the payment isn't made for something like this and C Betty advised that if there is no response the school goes back to the parents/caregivers and works something out with them. The school offers an opportunity for the student(s) to work off this payment through work at school. K Ngataki also queried the \$500 billed to students for damage to a window on a school van and P Moody advised that the parents/caregivers have accepted liability for this. <p>K Ngataki queried what the process is for staff members when there is damage to a school vehicle, being mindful that we invoice students for damage. P Moody advised there are discussions occurring at management level regarding how this works for staff. C Betty said one discussion is around doing more training for staff before they drive the vans, so accidents are minimised.</p> <ul style="list-style-type: none"> E Mouton queried the 11 Physical Education accidents and asked how this could happen? P Moody advised that they are kids so accidents do happen and could be something like tripping over a bat, etc. P Moody advised that the Health and Safety committee get the full report for this with details. M Albert suggested a system that breaks these numbers down and identifies serious, medium, mild, etc. for different activities. 		
Moved: M Albert	Seconded: G Tema-Liapaneke	Carried: All

FINANCE REPORT		
<i>Matters Arising</i>	<i>Actions</i>	<i>Update</i>
<ul style="list-style-type: none"> K Ngataki noted that in the Finance Committee meeting there was a recommendation to put \$300,000 from the general account on a 90 day term deposit. This recommendation was moved and seconded at the Finance Committee meeting, but K Ngataki advised it should be minuted in the Board meeting too. K Ngataki moved to confirm. <p>Moved to confirm: K Ngataki Seconded: C Betty</p> <ul style="list-style-type: none"> K Ngataki noted that in the Finance Committee meeting the payments to authorise for September 2024 were \$259,389.67. This was moved and seconded at the Finance Committee meeting, but K Ngataki advised it should be minuted in the Board meeting too. K Ngataki moved to confirm. <p>Moved to confirm: K Ngataki Seconded: C Betty</p>		

<ul style="list-style-type: none"> C Betty noted that the Finance Committee discussed the need to draft a replacement plan for the school vans. 	<ul style="list-style-type: none"> A Jacobs to follow this up 	
Moved: K Ngataki	Seconded: T Potts	Carried: All

POLICY REPORT
No Policy report this month.

'FRIENDS OF TUAKAU COLLEGE' (PTA) REPORT
No 'Friends of Tuakau College' (PTA) report this month.

BUS NETWORK REPORT		
Matters Arising	Actions	Update
<ul style="list-style-type: none"> C Betty informed that the tender process is underway to select a bus company and that issues with Ritchies are getting sorted. 		
Moved: K Ngataki	Seconded: A Tocker	Carried: All

STUDENT REPORT		
Matters Arising	Actions	Update
<ul style="list-style-type: none"> K McDowall read out her Student Representative report. No matters arising. 	.	
Moved: K McDowall	Seconded: M Albert	Carried: All

CORRESPONDENCE	
Inward	Outward
<ol style="list-style-type: none"> S McEwing Resignation Letter (25 October, 2024) Move the Board confirm the resignation of S McEwing, with regret. Moved: C Betty Seconded: K McDowall 	<ol style="list-style-type: none"> K Van Rensburg Confirmation of Resignation Letter (27 September, 2024) J Burton Confirmation of Resignation Letter (27 September, 2024) A Blackwood Confirmation of Resignation Letter (27 September, 2024) P Muir Confirmation of Resignation Letter (27 September, 2024)
Late Correspondence	
<ol style="list-style-type: none"> M Van Kan Resignation Letter (29 October, 2024) Move the Board confirm the resignation of M Van Kan, with regret. Moved: C Betty Seconded: N Moore 	

Matters Arising		
No matters arising.		
Moved that the inward be accepted, and the outward be confirmed: C Betty	Seconded: E Mouton	Carried: All

PRINCIPAL'S REPORT		
Discussion	Actions	Update
<ul style="list-style-type: none"> Move that the Board send letters of congratulations to the four main prizewinners at the 2024 Sports Awards (Sportsman of the Year – Whaitiri Preston, Sportswoman of the Year – Danielle Claridge, Most Outstanding Achievement in Sport – Charlotte Hawkes and Team of the Year - Equestrian) 		
Moved: C Betty	Seconded: M Albert	Carried: All
<ul style="list-style-type: none"> Move that the Board send a letter to the organisers of the 2024 Sports Awards, thanking them for a lovely evening and their organisation of it. 		
Moved: M Preston	Seconded: M Albert	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Hemoata Flavell as a Te Reo Maaori teacher for a fixed term full time maternity leave position for Term 4, 2024 (commencing 15th October, 2024 and ending 27th January, 2025). 		
Moved: C Betty	Seconded: G Tema-Liapaneke	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Jasmeena Hari as the full time permanent Head of Te Whare Ako/SENCO, commencing 28th January 2025. Along with this role goes two permanent salary units and two permanent middle management units. 		
Moved: C Betty	Seconded: E Mouton	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Caitlin Taylor as the full time permanent Head of Transition/Careers, commencing 28th January 2025. Along with this role goes two permanent salary units and two permanent middle management units. 		
Moved: C Betty	Seconded: A Tocker	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Kelly Anderson as a full time permanent Literacy/Numeracy Teacher, commencing 28th January 2025. 		
Moved: C Betty	Seconded: M Preston	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Hunter Cochrane as a full time permanent Physical Education/Health Teacher, commencing 28th January 2025. 		
Moved: C Betty	Seconded: K Ngataki	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Adele Cooper as a full time permanent Transition/Gateway Teacher, commencing 28th January 2025. 		
Moved: C Betty	Seconded: M Albert	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Robert Scholes as a full time permanent Mathematics Teacher, commencing 28th January 2025. 		
Moved: C Betty	Seconded: G Tema-Liapaneke	Carried: All

<ul style="list-style-type: none"> Move that the Board confirm the appointment of Joanne Carter as a full time permanent Mathematics Teacher, commencing 28th January 2025. 		
Moved: C Betty	Seconded: K McDowall	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Darcy Perry as a full time permanent Technology Teacher, commencing 28th January 2025. 		
Moved: C Betty	Seconded: N Moore	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Audrey Lacaze as a full time permanent Science Teacher, commencing 28th January 2025. 		
Moved: C Betty	Seconded: T Potts	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Fraser Anderson as the Assistant Head of Physical Education/Health, commencing 28th January 2025. Along with this role goes one permanent salary unit and one permanent middle management unit. 		
Moved: C Betty	Seconded: M Albert	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of John Everitt as the Assistant Head of Social Sciences, commencing 28th January 2025. Along with this role goes one permanent salary unit and one permanent middle management unit. 		
Moved: C Betty	Seconded: T Potts	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Kay Hume as the Assistant Head of Year 7&8, commencing 28th January 2025. Along with this role goes one permanent salary unit and one permanent middle management unit. 		
Moved: C Betty	Seconded: N Moore	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Ruth Lapwood as a part time fixed-term Teaching Assistant, commencing 29th October 2025 and ending 10th December, 2024. 		
Moved: C Betty	Seconded: K McDowall	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Vanessa Land as a part time fixed-term Teaching Assistant, commencing 28th January 2025 and ending 27th January 2026. 		
Moved: C Betty	Seconded: G Tema-Liapaneke	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Sarabjit Kaur as a part time fixed-term Teaching Assistant, commencing 28th January 2025 and ending 27th January 2026. 		
Moved: C Betty	Seconded: M Albert	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Kahurangi Muru-Hira as a part time fixed term Kaiaawhina (Teaching Assistant), commencing 29th October, 2024 and ending 10th December, 2024. 		
Moved: C Betty	Seconded: K Ngataki	Carried: All
<ul style="list-style-type: none"> Move that the Board confirm the appointment of Sian McMillan as a full time fixed term role, from 1st November 2024 to 31st December 2026 as a YES facilitator seconded to Young Enterprise Studies Group for this time. 		
Moved: C Betty	Seconded: A Tocker	Carried: All
<ul style="list-style-type: none"> Attendance - the Board had a discussion around the government's new attendance goals and how this will look for Tuakau College next year. K Ngataki suggested a break down of the attendance codes for the community so they can understand what they mean. K Ngataki queried what our plan is and how will we communicate it with the 		

community? C Betty said the mantra going out is 'we want to work with you' to get your child to school, and that it's about the school collaborating with parents/caregivers to help get students to school. M Albert noted that this is the best approach we can take. N Moore suggested the possibility of hosting parenting talks/evenings at the school to assist parents/caregivers as well. C Betty to present an attendance initiative and process for 2025.

- School Lunch programme – the Board had a discussion around the government's changes to school lunch programs happening across the country. K Ngataki suggested that at the end of this year the Board send a letter of thanks to our school lunches provider (Te Whare Kai – LaValla) for their mahi with our kura for the last couple of years. C Betty advised the Board that today we ran out of lunches, which happens very rarely, and he wanted to assure the Board that no kid goes hungry. C Betty explained that any kid that doesn't get a school lunch can go to the Deans office and they will provide students with food. C Betty reiterated that it is only occasionally that we run out of school lunches, and we do need to try and figure out how to monitor students that go up multiple times for multiple lunches. C Betty reiterated to the Board that no student is going to go hungry.
- C Betty is going to do a report on mobile phone usage for the November Board meeting.

C Betty moved his Principal's Report.

Moved: C Betty

Seconded: K Ngataki

Carried: All

GENERAL BUSINESS

Discussion

Actions

- December Board Meeting – the Board discussed that this meeting would be held on Tuesday 17th December, 2024 and would be held earlier than usual (at 5pm), prior to the Board Christmas Dinner.

IN COMMITTEE

At 6:48 pm

Moved into committee: K Ngataki

Seconded: C Betty

Carried: All

At 6:56 pm

Moved out of committee: K Ngataki

Seconded: C Betty

Carried: All

KARAKIA MUTUNGA

M Albert

Board Meeting finished at 6:57 pm.

NEXT MEETING

Tuesday 26th November, 2024