

1. ADMINISTRATION:

1.1 PRESENT: Norman Johnston (in the Chair), Sepa Tala'imanu (4.40pm), Rose Tapuvae Papuni, Imraz Sahib, Uinise Smythe, Jeff Johansson, Gillian Laird and Steven Hargreaves.

1.2 CONSTITUTION OF MEETING: Mr Johnston constituted the meeting with prayer.

1.3 APOLOGIES:

Apologies were received from David McGeorge, Nasili Vaka'uta, David Denny and Bella Brewster

1.4 IN-ATTENDANCE:

1.5 ACKNOWLEDGMENTS

- Mr Jerry Leaupepe: the Board received with regret the resignation of Mr Leaupepe. The Board acknowledged Mr Leaupepe's contribution to the school and wished him well.
- Mrs Annie Sio-Tema: the Board received with regret the resignation of Mrs Annie Sio-Tema. Mrs Sio-Tema is a long serving member of the College; the Board acknowledged her contribution and commitment to the school and wished her well.
- Byron Latu, Year 10: on being selected for the NZ Condors U15s Rugby tournament squad.
- Terina Wallace, Year 11: on being selected for the NZ Condors Girls Rugby tournament squad.
- Beaux-Dene Tolomaki-Tanaki, Year 11: on being selected for the U16s Waikato Softball squad.

1.6 CHAIRPERSONS COMMENT

Mr Johnston advised that he received favourable response from the combined boards meeting.

Mr Johnston also advised that momentum is building with the development. This means planning for the new school must continue in preparation of cash availability from house sales.

Mr Johnston encouraged Trustees to participate in NZSTA trainings that have been advertised to Trustees.

Mr Johnston thanked the Trustees for completing the NZSTA Board Evaluation Survey. It looks promising. The Principal will email the full report to the Board. **SH**

Staff relations appear to be an area of focus for the Board of Trustees. We must pull together in the nature of our Special Character.

School roll numbers are looking very promising.

2. STRATEGIC DECISIONS/DISCUSSIONS

2.1 2017 Charter - **No items for this meeting**

2.2 2017 Annual Plan - **No items for this meeting**

2.3 2016-2018 Strategic Plan - **No items for this meeting**

3. MONITORING

• Principal's Comment:

The Principal advised a busy year has finished with a late surge of enrolments at year 9. This has made it necessary to increase the number of classes at year 9 and to recruit another teacher.

The Condor Sevens provided a great platform for our students and school with the tournament being televised live on Sky. We had two students make "NZ / Tournament" teams. Byron Latu was named in the U15 squad and Terina Wallace was named in the girls' squad.

There were three students named to play in the world invitational sevens tournament at Sacred Heart this weekend. Ronan Lawrence (Cook Islands), Semesa Sakuru and Apenisa Sailo (Fiji). Injury will prevent Ronan from taking part.

3.1 NAG 1: Student learning, engagement, process and achievement

Credit attainment:

The Principal reported on the tabled NCEA Achievement comparison of credits attained by senior students this year-to-date compared with last year. The results are outstanding and will probably increase once external examinations are included.

The Principal recommended that the Board provide a function to thank and reward staff for their efforts. Sometime in term one would be appropriate.

It was **AGREED** that a function be held to acknowledge teaching staff during term 1.

**JOHNSTON/HARGREAVES
AGREED**

Community of Learning:

The Pukekohe COL has been officially launched. We have four staff appointed to COL roles

3.2 NAG 2: Self-Review

There are no items for this meeting of the Board.

3.3 NAG 3: Personnel

- **2017 New Appointments**

Miss Ana Clarke has been appointed as a science teacher.

Mr Jerry Leaupepe has resigned to take up a Deputy Principal position at Ferguson Intermediate. Mrs Annie Sio-Tema has resigned to take up a position in China.

Three vacancies have been advertised in the gazette. Two to replace the staff who have resigned and one to accommodate the roll growth at year 9.

- **Other matters - *In committee.***

3.4 NAG 4: Property and Infrastructure

- **Finance Report – P&F Sub-Committee**

Mr Johnston presented the November report with a surplus of \$62,059. Payments of \$188,769.96 were tabled.

Draft 2017 Budget

The draft 2017 budget was tabled with a deficit of \$2197.

The committee tabled capital purchases and recommend the management team go ahead with planned expenditure.

It was **AGREED** to approve the 2017 proposed draft budget, including \$145,000 for capital expenditure.

**JOHNSTON/JOHANSSON
AGREED**

International Student Co-ordinator

The need for an International Student Co-ordinator was discussed.

It was **AGREED** to recommend to the Board the creation of a position for 5 hours per week during school term to ensure home visits, student interviews are completed in accordance with the Code of Practice.

**JOHNSTON/SAHIB
AGREED**

3.5 NAG 5: Health and Safety

There are not items for this meeting of the Board.

3.6 NAG 6: Administration and Compliance

- **2017 Board Meeting Dates**

It was **AGREED** to confirm the 2017 Board meeting dates as amended.

The Principal will email the updated meeting schedule.

SH

4. ADMINISTRATION

4.1 Confirmation of Minutes, 20/10/2016

It was **AGREED** to confirm the minutes of the meeting held 20 October 2016, as a correct record.

**JOHNSTON/HARGREAVES
AGREED**

4.2 CORRESPONDENCE – *Receive / Approve*

DATE	OUTWARD	REGARDING
	Nil	

DATE	INWARD	REGARDING	SUGGESTED ACTION
Oct 2016	STAnews	Issue 268	Information
01.11	Aqualab	Drinking Water Results	Information
30.11	Aqualab	Drinking Water Results	Information
07.12	Mr Jerry Leaupepe	Resignation	Receive

Tabled:

Mrs Sio-Tema: Resignation

Matters Arising:

- Mr Jerry Leaupepe: the Board received with regret the resignation of Mr Leaupepe. The Board acknowledged Mr Leaupepe's contribution to the school and wished him well.
- Mrs Annie Sio-Tema: the Board received with regret the resignation of Mrs Annie Sio-Tema. Mrs Sio-Tema is a long serving member of the College; the Board acknowledged her contribution and commitment to the school and wished her well.

It was **AGREED** to receive the inward correspondence.

**HARGREAVES/SMYTHE
AGREED**

5. Identify agenda items for the February meeting

- Chair, Deputy and Secretary Election
- Confirmation Delegations
- Confirmation Sub-committees
- Charter and Annual Plan

GENERAL BUSINESS

Mrs Sepa Tala'imanu requested special leave until the April meeting of the Board.

It was **AGREED** to grant special leave to Mrs Tala'imanu.

Mr Johnston advised that it is exciting times ahead; Mr Johnston thanked the Trustees and wished everyone and safe and Happy Christmas.

CLOSURE:

The meeting closed at 5pm with members sharing the Grace with each other.

Signed as a correct record this 23rd day of February 2017

Norman Johnston
CHAIRPERSON