

Minutes for the Otamatea High School Board of Trustees March meeting held on
Wednesday 9 March, 2022

VENUE: Otamatea High School Staffroom
DATE: Wednesday 9 March, 2022
TIME: 6.05pm
PRESENT: L. Smart, D. Smyth, G. Jenkins, R. Bull (via google meets), K. van Harlingen, B. Weber, W. Ngatipa and J. Hampshire.
IN ATTENDANCE: N. Donaldson
APOLOGIES: B. Weber

MOTION:
"That the apology be accepted."

Moved: L. Smart

CARRIED

ALL IN FAVOUR

MATTERS OF DIRECT CONCERN:

Item 1. The Chairman called for any conflict of interest pertaining to any meeting agenda items as posted.

- D. Smyth – Rental Houses (NPB)
- W. Ngatipa – Kapa Haka Noho

Item 2. Chairman to call for any adjustments to agenda items or placement ie: non-public/public discussions

Item 3. Swimming Pool Trust

In Attendance Ellen Quirke: Presenting her idea re: the establishment of a swimming pool trust.

Action: Board of Trustees to provide a list of questions from the Otamatea High School Board of Trustees to Ellen Quirke to move forward on proposal.

MOTION:
"That the Board of Trustees agree to explore further the proposed creation of the Swim Kaipara Charitable Trust."

Moved: G. Jenkins

Seconded: K. van Harlingen

CARRIED

All in favour

Ellen Quirke left the meeting at 6.30pm

Tanya Petrove and Brent Stephens joined the meeting at 6.30pm

Item 4. Proposed Enrolment Scheme 2023

In Attendance via Google Meet: Brent Stephen and Tanya Petrove to discuss Enrolment Scheme 2023

Tanya Petrove and Brent Stephens left the meeting at 7.11pm

MOTION:

“That the Board of Trustees agree that there are no local factors that the Ministry of Education is not aware of that may mitigate the risk of overcrowding in the future.”

Moved: D. Smyth

Seconded: K. van Harlingen

CARRIED

All in favour

Item 5. Schedule date for next board meeting due to change of date for current meeting

Next meeting date to be Wednesday 6th April

Action: N. Donaldson to provide an updated list of dates and report deadlines and update calendars.

MINUTES FROM PREVIOUS MEETING:

MOTION:

“That the minutes of the last general meeting of the Board of Trustees held on Wednesday 26 January, 2022 be signed as a true and accurate record of the meeting.”

Moved: W. Ngatipa

Seconded: D. Smyth

CARRIED

All in favour

MATTERS ARISING FROM PREVIOUS MINUTES: Nil

CORRESPONDENCE:

INWARDS

7 February

Education Gazette

Volume 101 No. 1

3 March

NZSTA

Triennial School Board Elections 2022

OUTWARDS

MOTION:

“That the inwards correspondence be accepted and the outwards correspondence be approved.”

Moved: K. van Harlingen

Seconded: J. Hampshire

CARRIED

All in favour

MATTERS ARISING FROM CORRESPONDENCE: Nil

ACTION LIST:

- Completed items to be removed and items requiring further action to remain.

MATTERS ARISING FROM THE ACTION LIST: Nil

PRINCIPAL'S REPORT:

MOTION:

"That the Principal's Report to the Otamatea High School Board of Trustees March 2022 be accepted."

Moved: K. van Harlingen

Seconded: R. Bull

CARRIED

All in favour

MATTERS ARISING FROM PRINCIPAL'S REPORT: Nil

FINANCE:

Item 1: Working Capital

Action: The finance committee to discuss working capital and return to the Board with a recommendation.

GENERAL BUSINESS:

Item 1: Email motion

MOTION:

"That the email motion 'that the EOTC application **IN FULL** for the Kapa Haka nohos Friday March 11 - Sunday March 13 (overnight 11, 12 March) and Friday March 25- Sunday March 27(overnight 25, 26 March) and Friday April 8 - Sunday April 10 (overnight 8, 9 April) and Friday April 22 - Sunday April 24(overnight 22, 23 April) be approved' be ratified."

Moved: G. Jenkins

Seconded: J. Hampshire

CARRIED

ALL IN FAVOUR

Item 2: Overnight EOTC applications

MOTION:

"That the EOTC application **IN PRINCIPLE** for the DoE Silver Training at Tangihua Forest, Friday April 8 - Sunday April 10, 2022 (overnight 8 and 9 April) be approved."

Moved: W. Ngatipa

Seconded: K. van Harlingen

CARRIED

ALL IN FAVOUR

MOTION:

“That the EOTC application **IN PRINCIPLE** for the DoE Silver Qualifier at Tongariro Northern Circuit, Friday April 29 - Monday May 2, 2022 (overnight 29, 30 April and 1 May) be approved.”

Moved: G. Jenkins

Seconded: K. van Harlingen

CARRIED

ALL IN FAVOUR

MOTION:

“That the EOTC application **IN PRINCIPLE** for the DoE Bronze Training at Tangihua Lodge, Friday April 8 - Sunday April 10, 2022 (overnight 8 and 9 April) be approved.”

Moved: G. Jenkins

Seconded: W. Ngatipa

CARRIED

ALL IN FAVOUR

Item 3: Reporting

MOTION:

“That the Student Achievement and Progress Summary Report for the 2021 academic year (NC) be approved.”

Moved: G. Jenkins

Seconded: R. Bull

CARRIED

ALL IN FAVOUR

- Full analysis will come from the full HOD report.

Item 4: 2021 Analysis of Variance

PROPOSED MOTION:

“That the Analysis of Variance 2021 be approved.”

Moved: K. van Harlingen

Seconded: G. Jenkins

CARRIED

ALL IN FAVOUR

Item 5: School Uniform

Uniform Policy:

The current uniform policy as per SchoolDocs states: "Students are expected to take pride in their uniform and wear it as required. It is worn at school, when travelling to and from school, and at school events as

appropriate. All uniform items must be clearly named." Due for review Term 1 2023. Does the board wish to review this now?

MOTION:

"That the current uniform policy be updated to include 'The Board of Trustees determines what the Otamatea High School Uniform Regulations are.'"

Moved: G. Jenkins

Seconded: D. Smyth

CARRIED

ALL IN FAVOUR

Action: D. Smyth to update uniform policy

Uniform Proposal:

- Any hair colour allowed, but no extreme hair styles. **Passed**
- Year 11 and 12 students allowed a single nose stud. **Passed**
- No limit to the number of earrings (studs or sleepers only) worn by all students. **Passed**
- Year 13 mufti to read "Respectable work appropriate clothing is expected". **Passed**
- Cultural taonga only may be worn at the discretion of the principal. – **further debate required**
- Only long sleeve black singlet/thermals may be worn under the school shirt, and must be tucked in. **Passed**
- Explore the option of adopting an OHS crew cut sweatshirt as part of the school uniform. **Explore options**

Item 7: Policy Review (3 year review cycle)

Board to review policies prior to April meeting Term 1 2022 - Two sets of SchoolDocs Policies are due for review:

- Health and Safety Management Policies
- Emergency, Disaster, and Crisis management Policies

Action: Board of Trustees to go over policies required using the GREEN MESSAGE button box to directly question/query items.

W. Ngatipa left meeting at 9.10pm

The meeting moved into Non-Public Business. (9.24pm)

MOTION:

"That in terms of the Section 48 of the Local Government Official Information and Meetings Act 1987, the public be excluded from this part of the meeting because the Board wishes to discuss a matter relating to students and/or staff members and for that reason the discussion of this matter in public would infringe the privacy of a natural person under Section 9 (2)(a) of the Official Information Act, 1982."

Moved: L. Smart

CARRIED

ALL IN FAVOUR

MOTION:

“That the Board resolves that pursuant to section 48. (5). & (6). of the Local Government Official Information and Meetings Act 1987 Nikki Donaldson be permitted to remain at this meeting as Minutes Secretary after the public has been excluded.”

Moved: L. Smart

CARRIED

ALL IN FAVOUR

The meeting moved out of non-public business (9.49pm)

MOTION:

“That the meeting move out of non-public business.”

Moved: L. Smart

CARRIED

ALL IN FAVOUR

MOTION:

“That the decisions made in non-public business be confirmed.”

Moved: L. Smart

CARRIED

ALL IN FAVOUR

Meeting closed: 9.51pm

Chairperson

Signed:

Date:

Principal

Signed:

Date:
