

Minutes for the Otamatea High School Board of Trustees September meeting held on
Monday 19 September, 2022

VENUE: Otamatea High School Staffroom
DATE: Monday 19 September, 2022
TIME: 6.23pm
PRESENT: L. Smart, D. Smyth, G. Jenkins, R. Bull, K. van Harlingen, B. Weber and W. Ngatipa and J. Hampshire.
IN ATTENDANCE: N. Donaldson
APOLOGIES: Nil

MATTERS OF DIRECT CONCERN:

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

D. Smyth – Market rental on school houses

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

MINUTES:

MOTION:

“That the minutes of the last general meeting of the Board of Trustees held on Tuesday 2 August, 2022 be signed as a true and accurate record of the meeting.”

Moved: B. Weber

Seconded: G. Jenkins

CARRIED

All in favour

MATTERS ARISING FROM PREVIOUS MINUTES: Nil

CORRESPONDENCE:

INWARDS

25 August	Ministry of Education	School enrolment scheme development
12 August	Daniel Suter	Masks in schools
9 August	Richard Reed	Market rent information
25 July	Education Gazette	Volume 101 No 9
15 August	Education Gazette	Volume 101 No 10
5 September	Education Gazette	Volume 101 No 11

OUTWARDS

MOTION:

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

Moved: R. Bull

Seconded: W. Ngatipa

CARRIED

All in favour

MATTERS ARISING FROM CORRESPONDENCE: Nil

MOTION:

“That the Board agrees to set the rental on school houses at \$430.00 per week from 1 December, 2022. The 25% teacher discount still applies.”

Moved: K. van Harlingen

Seconded: R. Bull

CARRIED

All in favour

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 September 2022 be accepted.”

Moved: G. Jenkins

Seconded: W. Ngatipa

CARRIED

All in favour

MATTERS ARISING FROM PRINCIPAL’S REPORT:

- D. Smyth to consult with teachers on use of extra MUs for 2023.

MOTION:

“That the Board of Trustees agree to advertise for and employ an additional 4 FTTE over and above the current 41 FTTE due to roll growth in 2023.”

Moved: K. van Harlingen

Seconded: B. Weber

CARRIED

All in favour

- D. Smyth to consult further regarding the possibility of a cell phone ban for year 7, 8, 9 and 10 from the start 2023.

FINANCE:

MOTION:

“That the Finance Report August 2022 be accepted.”

Moved: K. van Harlingen

Seconded: D. Smyth

CARRIED

All in favour

MATTERS ARISING FROM FINANCE REPORT: Nil

GENERAL BUSINESS:

Item 1: Policy Review (3 year review cycle)

Reviewed policies will be updated/confirmed prior to the end of term.

Item 2: OHS Grounds & Maintenance Department Report

MOTION:

“That the OHS Grounds & Maintenance Department September 2022 (RR) be accepted.”

Moved: R. Bull

Seconded: W. Ngatipa

CARRIED

All in favour

Item 3: Email motion

MOTION:

“That the email motion ‘that the Board of Trustees agree to apply for funding from Pub Charity Limited to the value of \$6,800.00 excluding gst to cover the cost of a new washer/dryer for the PE department’ be ratified.”

Moved: K. van Harlingen

Seconded: B. Weber

CARRIED

All in favour

Item 4: Overnight EOTC applications

MOTION:

“That the EOTC application IN PRINCIPLE for Otamatea High School Kapa Haka nohos 23-25 September, 28-30 October and 11-13 November be accepted.”

Moved: G. Jenkins

Seconded: J. Hampshire

CARRIED

All in favour

Item 5: New board information and orientation

Action: B. Weber to send D. Smyth template Agenda for new Board induction afternoon

The meeting moved into Non-Public Business. (7.55pm)

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: 8.20pm

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: 8.20pm

Chairperson

Signed:

Date:

Principal

Signed:

Date:
