

Minutes of the Otamatea High School Board of Trustees May meeting held on  
Wednesday 12 May, 2021

VENUE: Otamatea High School Staffroom  
DATE: Wednesday 12 May, 2021  
TIME: 6.00pm  
PRESENT: L. Smart, D. Smyth, G. Jenkins, R. Bull, K. van Harlingen, W. Ngatipa and M. Ferguson  
IN ATTENDANCE: N. Donaldson  
KARAKIA:

He Karakia Timatanga

Whakataka te hau ki te uru,  
Whakataka te hau ki te tonga.  
Kia mākinakina ki uta,  
Kia mātaratara ki tai.  
E hī ake ana te atakura  
he tio, he huka, he hau hu,  
Tihei Mauriora!

Opening Prayer

Get ready for the westerly  
and be prepared for the southerly wind.  
  
It will be icy cold inland,  
and icy cold on the shore.  
May the dawn rise red-tipped on ice, on snow, on  
frost.  
I breathe it is Life!

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. Nil
- Item 2.** Chairman to call for any adjustments to agenda items or placement ie: non-public/public Discussions. Nil
- Item 3.** Board hours sheet completion

MINUTES:

MOTION:  
"That the minutes of the last general meeting of the Board of Trustees held on Wednesday 31 March, 2021 be signed as a true and accurate record of the meeting."

Moved: G. Jenkins

Seconded: R. Bull

**CARRIED**  
**All in favour**

MATTERS ARISING FROM PREVIOUS MINUTES:

CORRESPONDENCE:

**INWARDS**

12 April	Education Gazette Vol 100 Number 4
3 May	Education Gazette Vol 100 Number 5
March	STAnews Issue 306

**OUTWARDS**

1 April	Ministry of Education	2021 Enrolment Scheme review response
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MOTION:

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

Moved: G. Jenkins

Seconded: R. Bull

**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 May 2021 be accepted.”

Moved: G. Jenkins

Seconded: M. Ferguson

**CARRIED**  
**ALL IN FAVOUR**

FINANCE REPORT:

MOTION:

“That the Finance Report for March/April, 2021 be accepted.”

Moved: D. Smyth

Seconded: R. Bull

**CARRIED**  
**All in favour**

**Action: D. Smyth** to organise a special meeting of the finance committee to work on Financial delegations.

MOTION:

“That the Board of Trustees agree to fund the unbudgeted items 1-9 referred to in the March/April finance report (\$50, 505.00).”

Moved: K. van Harlingen

Seconded: R. Bull

**CARRIED**

**All in favour**

GENERAL BUSINESS:

**Item 1: Email motion**

MOTION:

“That the email motion ‘That the EOTC application IN FULL for the kapa Haka nohos Tuesday 27-Thursday 29 April, 2021 (overnight 27, 28 April) and Friday 7 May – Sunday 9 May, 2021 (overnight 7, 8 May) be approved.’ be ratified.”

Moved: G. Jenkins

Seconded: D. Smyth

**CARRIED**

**All in favour**

**Item2: Reporting**

MOTION:

“That the Teaching and Learning 2021 Term 1 Progress Report (DS) be accepted.”

Moved: G. Jenkins

Seconded: M. Ferguson

**CARRIED**

**All in favour**

MOTION:

“That the Pastoral Report Term 1 2021 (PC) be accepted.”

Moved: G. Jenkins

Seconded: R. Bull

**CARRIED**

**All in favour**

**Item 3: Overnight EOTC**

MOTION:

“That the overnight EOTC application ‘in principle’ for L3 Hospitality Trip to MIT 29 September – 30 September, 2021 (overnight 29 September, 2021) be approved.”

Moved: M. Ferguson

Seconded: G. Jenkins

**CARRIED**

**All in favour**

MOTION:

“That the overnight EOTC application ‘in principle’ for DoE Silver Training at Tangihua Forest 21 May – 23 May, 2021 (overnight 21, 22 May, 2021) be approved.”

Moved: K. van Harlingen

Seconded: R. Bull

**CARRIED**

**All in favour**

MOTION:

“That the overnight EOTC application ‘in principle’ for DoE Bronze Training at Tangihua Lodge 21 May – 23 May, 2021 (overnight 21, 22 May, 2021) be approved.”

Moved: R. Bull

Seconded: K. van Harlingen

**CARRIED**

**All in favour**

MOTION:

“That the overnight EOTC application ‘in principle’ for L1 Prim, L2 Prim and 10GRTG Field Days to Hamilton 16 – 17 June, 2021 (overnight 16 June 2021) be approved.”

Moved: D. Smyth

Seconded: M. Ferguson

**CARRIED**

**All in favour**

MOTION:

“That the overnight EOTC application ‘in principle’ for UNISS Netball to Howick/Pakuranga 29 August – 4 September, 2021 (overnight 29, 30, 31 August, 1, 2, 3 September, 2021) be approved.”

Moved: W. Ngatipa

Seconded: G. Jenkins

**CARRIED**

**All in favour**

MOTION:

“That the overnight EOTC application ‘in principle’ for AIMS Netball to Tauranga 5 – 10 September, 2021 (overnight 5, 6, 7, 8, 9 June, 2021) be approved.”

Moved: M. Ferguson

Seconded: G. Jenkins

**CARRIED**

**All in favour**

MOTION:

“That the overnight EOTC application ‘in principle’ for ALT Ed Snow boarding/skiing at Ruapehu 2 – 5 August, 2021 (overnight 2,3,4 August, 2021) be approved.”

Moved: D. Smyth

Seconded: K. van Harlingen

**CARRIED**

**All in favour**

**MOTION:**

“That the overnight EOTC application ‘in principle’ for L2 SPLD and L2 PE to Waitawheta Track, Kaimai Ranges 24 – 26 June, 2021 (overnight 24, 25 June 2021) be approved.”

Moved: G. Jenkins

Seconded: M. Ferguson

**CARRIED**

**All in favour**

**MOTION:**

“That the overnight EOTC application ‘in principle’ for DoE Bronze qualifying tramp at Pinnacles Tracks 10 July – 11 July, 2021 (overnight 10 July, 2021) be approved.”

Moved: R. Bull

Seconded: K. van Harlingen

**CARRIED**

**All in favour**

**MOTION:**

“That the overnight EOTC application ‘in principle’ for DoE Bronze practice at Mangawhai Tracks 12 June – 13 June, 2021 (overnight 12 June, 2021) be approved.”

Moved: R. Bull

Seconded: W. Ngatipa

**CARRIED**

**All in favour**

**Item 4: Date change for June meeting**

**MOTION:**

“That the June Board of Trustees meeting be moved from Wednesday 23 June, 2021 to Tuesday 22 June, 2021 be approved.”

Moved: G. Jenkins

Seconded: K. van

**CARRIED**

The meeting moved into Non-Public Business. (7.04pm)

**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 (8.53pm)

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: 8.54pm

Chairperson

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Principal

Signed: \_\_\_\_\_

Date: \_\_\_\_\_