



Mission Heights  
JUNIOR COLLEGE  
GROWING GREATNESS  
KIA MANA AKE

## MINUTES OF THE MEETING OF THE SCHOOL BOARD OF MISSION HEIGHTS JUNIOR COLLEGE

**Date:** 21 November 2024

**Time:** 5.00 pm

**Venue:** Meeting Place

**Opening Karakia:** L Hohepa

**Present:** I Morrison (Principal), A Singh (Presiding Member), P Hale, J Wang, I Pori, L Hohepa, A Wang (Student Rep), D Choong (Staff Rep).

**Apologies:** N Naidoo (Associate Principal)

**In attendance:** C Sinclair (Board Secretary)

Item		Action
	Presentation: Nanjing Trip - D Choong and students A Permal & K Lau <a href="#">PostTrip 2024 Board Meeting Presentation</a>	
Confirmation of minutes of previous meeting	<b>Motion:</b> That the minutes of the last meeting held on 31 October 2024 be taken as read and accepted.	

	<p><b>Moved:</b>A Singh  <b>Seconded:</b>P Hale  <b>Carried</b></p>	
Declaration of Interests	<p>No changes to those noted at the last meeting.  <b>Motion:</b> That the Declaration of Interests be accepted.</p> <p><b>Moved by:</b>A Singh  <b>Seconded by:</b>L Hohepa  <b>Carried</b></p>	
Finance Report	<p><b>Presented by P Hale:</b>  <b>Motion</b> That the Finance Report, the October 2024 finance Reports, Payments and Investments schedules be accepted and approved.</p> <p><b>Moved:</b>P Hale  <b>Seconded:</b>D Choong  <b>Carried</b></p> <p><b>2025 Draft Budget approved</b>  <b>Moved:</b>P Hale  <b>Seconded:</b>I Pori  <b>Carried</b></p>	
Property Report	<p><b>Presented by J Wang:</b>  <b>Motion</b> That the Property Report be accepted.  <b>Moved:</b>J Wang  <b>Seconded:</b>D Choong</p>	<p>The lift will be looked at by Kone from MoE. I Morrison will look into this next year. Board suggested looking at another contractor if Kone Contractors are not up to</p>

	<b>Carried</b>	standard even though it is all paid for by MoE.
Health & Safety Report	<p><b>Presented by J Wang:</b></p> <p><b>Motion</b> That the Health and Safety report be accepted.  <b>Moved:</b>J Wang  <b>Seconded:</b>A Singh  <b>Carried</b></p>	
Principals Report	<p>Presented by I Morrison:</p> <p><b>Motion</b> That the Principal's Report be accepted  <b>Moved:</b>I Morrison  <b>Seconded:</b>A Wang  <b>Carried</b></p>	<p>Collaboration meeting scheduled between MHJC &amp; MHP for Friday 22 November 2024.</p> <p>Review Collaboration Deed next Board meeting.</p> <p>Confirm Meeting schedule and Work Plan for 2025</p>
Correspondence	<p><b>Motion:</b> The Board approves The Inwards correspondence  - John Russell SchoolWear (Uniform Costs 2025)</p> <p>Information provided regarding PUM and negotiations between the Ministry and Union</p>	<p>ASingh suggests that PUM works with the Principal and School to ensure that meeting times do not interfere with any planned afterschool meetings.  IMorrison weighed options of which</p>

	<p><b>Moved:</b>A Singh  <b>Seconded:</b>I Pori  <b>Carried</b></p>	<p>is better - extending an extra day or half a day to the school calendar or a meeting after school where it lessens the disruption to the classroom. Therefore the set date is going ahead for the Union meeting.</p>
General Business	<p>Brief verbal presentation by L Hohepa on the NZSTA Hui workshop attended by LHohepa and I Pori on 2 Nov 2024; providing information on Māori positions on Boards, perspectives of other schools, and hands on experiences.</p> <p>Assurances and Policies Review</p>	<p>Notes to be provided and uploaded to the drive by L Hohepa</p> <p>ASingh encourages the Board to read and review as part of their role of assurance and policy review.</p> <p>IMorrison refers to policies being part of the Principal's report.</p>
Closing Karakia	<p><b>D Choong</b></p>	<p>Karakia done before going in-committee.</p>
In committee	<p>"The Board moved into committee to exclude the public under Section 48, Local Government Information &amp; Meetings Act, 1987"</p>	

	The Student and Staff Representatives left the meeting @ 5.50pm The Board moved out of committee @ 6.06 pm	
Date of next meeting	30 Jan 2025 TBC	
Meeting closed at	6.06pm	
Signed by Board Presiding Member	A Singh	<b>Date:</b>