

**MINUTES OF THE MEETING OF THE BOARD OF
PAKURANGA COLLEGE HELD VIA A ZOOM MEETING ON
MONDAY 27 SEPTEMBER 2021 AT 7:00PM**

PRESENT: N Troghear (Chair), J MacLean, P Sagato-Brown, J Fletcher, P Schmidt, A Bannister (Coopt), B Payne (Staff Trustee), M Williams (Principal), M Turinsky (Coopt), K Bhajiwalla (Student Trustee)

APOLOGIES A Kefu

IN ATTENDANCE: S Rope, M Davison, L Martin

| A G E N D A | A C T I O N |
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| <p>MEETING OPENING / WELCOME</p> <ul style="list-style-type: none"> ▪ N Troghear welcomed Board members. | |
| <p>CONFLICT OF INTEREST</p> <ul style="list-style-type: none"> • N Troghear’s declaration of a conflict of interest as a result of her employment as a Teacher at Botany Downs Secondary College. • B Payne’s declaration of a conflict of interest as a result of being a Trustee on the Sowers Trust Board. • J MacLean’s declaration of a conflict of interest as a result of her employment at Wakaaranga Primary School. • A Bannister’s declaration of a conflict of interest as a result of being a Deputy Principal at Howick College. • M Turinsky’s declaration of a conflict of interest as a result of being on the Howick Local Board and being CEO of Young Life Trust. | |
| <p>MINUTES OF THE LAST MEETING</p> <p>Motion: “That the Minutes of the meeting held on 23 August 2021 is a true and correct record.”</p> <p>Moved: M Williams / Seconded: P Schmidt</p> <p>Carried.</p> | |

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| <p>PRESENTATIONS</p> <p>Maori History / Legends of the Area – S Rope</p> <p>S Rope gave a presentation and insight into the Maori history and legends of the East Auckland region.</p> <p>Aotearoa New Zealand’s History Curriculum – M Davison / L Martin</p> <p>M Davison and L Martin gave an update in regard to the new curriculum:</p> <p>This new curriculum will cover students from Years 1 to 10 and will teach more due to the current lack in the curriculum. This will include the colonization of and immigration to New Zealand including the New Zealand Wars. It will evolve the national identity of New Zealand in the late 19th Century to the early 20th Century, including:</p> <ul style="list-style-type: none"> ▪ Prescribed knowledge in the curriculum including progression ▪ Maturanga Maori – heart of things locally ▪ Thinking critically being highlighted ▪ New resources ▪ Supporting teacher to engage with emotional and confronting histories ▪ Understanding, know and do will become familiar headings in the new curriculum | |
| <p>MATTERS FOR DISCUSSION</p> <p>PROPERTY AND FINANCE REPORT</p> <p>Property and Finance Meeting Minutes from Meeting held on Wednesday 1 September 2021:</p> <p>Motion: “That the Board accepts the Property and Finance Subcommittee Minutes and ratifies the motions passed at that meeting.”</p> <p>Moved: M Williams / Seconded: J Fletcher</p> <p>Carried.</p> <p>Year End Forecast for 2021</p> <p>M Williams presented the Year End Forecast to the Board.</p> <p>Property Repairs and Maintenance</p> <p>The college had budgeted \$100k for minor capital which was to be used on classroom upgrades and the Administration Office.</p> <p>Classroom upgrades were done as part of O-Block work which was \$37k. Administration Office upgrade has been deferred and replaced with the Gym roof repairs which are approximately \$57k and will form part of the legal action claim and require approximately \$25k for changes to the ESOL/OLC and Comms Rooms, therefore projecting a spend of \$120k. Capital Expenditure includes \$29k (new block furniture over spend) and \$38,669 (new block IT overspend).</p> | |

Motions:

“That the Board approves an additional \$20k for minor capital works (increase from \$100k to \$120k).”

“That the Board approves Capital overspend for the new building for furniture of \$29k and IT of \$38,669.”

“That the Board approves repairs to the new gym roof of \$57k.”

Moved: M Williams / **Seconded:** P Schmidt
Carried.

Impending Property Projects

There will be additional costs required for the gates between the Technology block and the new block and moving the fencing around the tennis net compound – estimated to be between \$7k and \$10k which will be absorbed in the budget.

Next Group of Board Funded Projects

As a consequence of all the changes associated with the New building there are several areas in the school that will need development.

- Landscaping of new courtyard in front of new building
- Landscaping/car parking behind old gym in place of where two prefabs were previously located.
- Building demolition/changes to back of the old gym to add an entrance to the new gym/field/pool area between old gym and pool
- Refencing of the pool area

We haven't priced out these projects yet but would like to start working on this with some urgency and it is proposed that we approve initial budgets for each project. Once we are further into planning and pricing, we can assess the budgets.

Motions:

“That the Board approves an initial budget of \$200,000 from school reserves for the landscaping of new courtyard in front of new building.”

“That the Board approves an initial budget of \$100,000 from school reserves for the landscaping/car parking behind old gym in place of where two prefabs were previously located.”

“That the Board approves an initial budget of \$50,000 from school reserves for the building demolition/changes to back of the old gym to add an entrance to the new gym/field/pool area between old gym and pool.”

“That the Board approves an initial budget of \$50,000 from school reserves for the re-fencing of the pool area.”

Moved: M Williams / **Seconded:** J Fletcher
Carried.

Property Report

M Williams presented a detailed property report on the projects that are current.

New Building Naming

M Williams rechecked with the Board that everyone was still happy with the decision made at the previous Meeting regarding the naming of the buildings.

No alternatives had been put forward.

All agreed.

PRINCIPAL'S REPORT

Report was taken as read.

Motion: “That the Principal’s Report be accepted.”

Moved: M Williams / **Seconded:** P Schmidt

Carried.

BOARD CODE OF CONDUCT

N Troghear provided a Board Code of Conduct document prior to the meeting and the Board advised they are happy with the document:

Role of Pakuranga College Board Member

Trustees on the Pakuranga College Board of Trustees agree to adhere to the following Code of Conduct. *'Trustee'* refers to all elected, co-opted, Principal, staff and student trustees who make up the Board.

Board Member shall:

- a) Ensure that Board of Trustee decisions support the delivery of the Charter, as defined by the Vision, for all students. Decisions will reflect the MoE's, NAGs, NEG's, and any other relevant legislation.
- b) Ensure that the Values and Guiding Principles are foremost when making decisions.

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| <p>c) Respect the integrity of all involved in the college i.e., students, parents, staff, trustees, and the Principal as the professional leader of the college.</p> <p>d) Maintain the confidentiality and trust vested in them.</p> <p>e) Support Board of Trustees decisions and not act independently of any decisions made.</p> <p>f) Defer to the Chair as the public spokesperson for the Board of Trustees or to the Principal if the Chair is unavailable.</p> <p>g) Declare any potential conflicts of interests to the Board of Trustees as and when they arise. Failure to disclose a conflict of interest could result in disciplinary action.</p> <p>h) Act as good employers.</p> <p>i) Serve the college and community to the best of their ability and be honest, reliable, and trustworthy in all Board of Trustee matters.</p> <p>j) Positively promote the college in the community.</p> <p>k) Keep the Board informed about community perspective as relevant through the Chair.</p> <p>POLICY REVIEW</p> <p>NAG 6 – Legislative Requirements It was decided by the Board to defer this discussion for the next Board Meeting on 15 November.</p> | |
| <p>AGENDA ITEMS FOR NEXT MEETING</p> <ul style="list-style-type: none"> • NAG 6 – Legislative Requirements | |

There being no further business the meeting was declared closed at 9:06PM.

Signed:  Date: 15 November 2021
The next Board of Trustees Meeting will be held on Monday 15 November 2021 at 7:00PM