

MINUTES

from the meeting of the Middleton Grange School Board

Monday, 20 May 2024

6.00 – 8.58 pm

All reports taken as read

Middleton Grange School



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WELCOME & DEVOTION

Present	Mel Hikuroa (Presiding Member), Mike Vannoort (Principal), David Gillon, Andy Milne, Paul Owens, Nick Pomare, Karen Winder, Geoff Robson, Jacob Verd, Chris Hannen, Tony Kan,
In attendance	Craig Utting (Associate Principal) Shane McConnell (DP Senior College) Hillary Carley (Minute Secretary)
Apologies	Rebekah Immanuel
Prior Leave	David Gillon (July)
Devotion	Tony Kan: Eph 2: 10 God doesn't always share many / full plans with us so we need to continually have our eyes open and see where he is leading us. Trust, hope faith = resilience.

Tony Kan ka inoi / prayed.

DISCUSSION TOPIC

Deputy Principal Senior College, Shane McConnell

- Appointed to the role from Term 1 2024.
- Blessed with a good team of Assistant Heads of School and Deans and a good culture.
- Follows on from 21 years of the great leadership with great results from Ruth Velluppillai, so taking time to learn before any significant changes made.
- Some changes already made include eg Whānau Time and student leadership structures which have been positive.
- A number of students passionate about their faith are starting prayer/worship sessions and creating service opportunities.
- Work to identify ways to improve Boys v Girls results continues.
- Wellbeing of students also continues to be a focus, including adapting courses for individual students where applicable.

Chris Hannen prayed for Shane McConnell who left the meeting at 6.43 pm.

ADMINISTRATION

1. **Confirmation of Minutes**
See Motions

2. Board Hui & August 2024 Board Meeting

Efforts will be made to hold the August meeting following the Board Hui

BUSINESS / GOVERNANCE

Actions

1. JULY 2024 / MINUTE SECRETARY

Marriane Reinders to be approached.

2. WORKING GROUP

a. BOARD WORK PLAN

Feedback to Presiding Member / for discussion next meeting

3.

BOARD HUI

AGREED

- Seek school community input into agenda.

Discussion

1. GOVERNANCE

a. STRATEGIC PLAN 2024 – 2025

Annual Implementation Plans (AIP) updated following previous meeting. Ongoing.

Discussion included:

- Graduate Profile
- The placement of Te Tiriti
- Engage with contemporary society
- Remove 1-3 Scripture / agreed

b. ANALYSIS OF VARIANCE / TERM 1 2024

Noted

c. DELEGATIONS POLICY

Additional amendments were made (see below) and the updated Policy will be ratified by the Board prior to the next meeting when they will be ratified.

- 12.9.5 Amend to Board Proprietor Member
- 12.xxxxx Amend to Board Proprietor Member
- 4.1 If approved changes to other relevant areas of policy to be made
- Financial Authorities to be updated
- 12.4.2 ~~Administrating~~ Administering
- 12.4.1 Appointment shall include 'but is not limited to'
- Line Break between 12.4.6 and 12.4.7
- 12.9 'CLDI' to Kahika Centre / 'Counsellor' to HO Wellbeing
- Senior ~~Support~~ Staff positions
- 12.9.5 Change to Board Proprietor Member
- 12.9.2 ~~Administrating~~ Administering
- 3.1.7 Use NZSTA wording
- IBOA - 3 minimum confirmed
- **Uniform Committee / Committee Membership & Terms of Reference**
 - Uniform Shop Manager may attend as a parent representative where applicable
 - Business Manager attends where eg supplier change

- No meeting schedule advised

d. **RANNERDALE**

- Hansons Village Holdings Ltd have submitted a proposal to use existing Rannerdale facilities for maybe five years as accommodation whilst planning for demolition and obtaining pre-sales for new retirement complex.
- The proposal will likely not be supported by the Proprietor or school.

Action

AGREED

- The Board appoint a Working Group of Chris Hannen, Paul Owens and Mike Vannoort, to further consider this proposal and produce a response for consideration by the full Board before submission.

2. **PRINCIPAL'S STRATEGIC REPORT**

a. **THE GRANGE THEATRE BRANDING PROPOSAL**

- The Proprietor is supportive of the branding proposal for The Grange Theatre.
- School rules and regulations will still apply to all venue hire.

Action

AGREED

- The Board delegate management of this proposal to the Principal.
- Proprietor answers to be emailed to the full Board on receipt.

3. **QUESTIONS RAISED OR DISCUSSION RAISED FROM THE READING**

None

Motions

1. **ADMINISTRATION**

a.

MINUTES OF PREVIOUS MEETING

That the Minutes of the meeting of 8 April 2024 be accepted as a true and accurate record of the meeting.

Moved Mel Hikuroa, Presiding Member	CARRIED
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b.

BOARD COMMITTEE TERMS OF REFERENCE

To adopt the Board Committee Terms of Reference for 2024

Moved Tony Kan	Secunder Paul Owens	CARRIED
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c.

BOARD COMMITTEE CHAIR

To approve the Board Committee Chairs for 2024

Moved Chris Hannen	Secunder Karen Winder	CARRIED
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2. **GOVERNANCE**

a.

DELEGATIONS POLICY

To accept the updated Delegations Policy with the amendments/changes as agreed and approved by the Working Group.

Moved Karen Winder	Secunder David Gillon	CARRIED
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b.

IBOA

- Feedback sought on impact of there being no availability of 24/7 Youth Workers

To accept the Minutes of the International Board of Advisors (IBOA) meeting of 11 April 2024 and any recommendations contained therein.

Moved Mike Vannoort	Seconder David Gillon	CARRIED
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c.

FINANCE COMMITTEE

- The Business Manager has made assurances that no additional support is required to enable the department to catch up following his absence (health) during Term 1.
- The International College Marketing Plan has been successful.
- We thank the Lord that a modest surplus for 2024 is budgeted.

- To accept the Minutes of the Finance Committee Meeting of 24 April 2024 and any recommendations contained therein'
- To accept the final Budget for 2024 with a net surplus of \$71,993.
- To write off all unpaid Unenforceable Debt (Voluntary Special Character Donation (SCD)) from parent accounts after 2 years from date of issue.
- To write off all unpaid Unenforceable Debt (Voluntary Contribution Donation (VCD)) from parent accounts after 2 years from date of issue
- To write off Enforceable Debt from parent accounts after 2 years from date of issue
- To replace Van 3 in 2026 with a van that has shoulder straps, or earlier if budget allows.

Moved Tony Kan	Seconder Mike Vannoort	CARRIED
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d.

POLICY REVIEWS

- Delegations Policy / See above

- To accept the updated Entertainment Policy.
- To accept the updated Fraud & Theft Policy
- To accept the updated Board Travel Expenditure Policy.
- To accept the updated Copyright Procedures

Moved Tony Kan	Seconder Mike Vannoort	CARRIED
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3. PRINCIPAL'S STRATEGIC REPORT

- Academic results 2023
 - The academic results for 2023 are very encouraging in what was a challenging year.
 - The Board recommend communicating Middleton Grange School results v Canterbury average in a school newsletter.
- Achievements
 - The Fridge Radio extending it's mission / service in Ashburton, Gore, Hamilton and Waikato.
 - Successes of the Book Club and SCAPE programmes.
 - Bible Reading groups at lunchtime.
- The Board extend their thanks to all staff for their mahi.
- That the Principal's report be accepted

Outstanding Recommendations, Actions & Internal Review

1. BOARD MEMBER CODE OF ETHICS / CODE OF CONDUCT

- It was agreed the current Code of Ethics will now be superseded with the signing of a declaration that Board Members will uphold the Code of Conduct (Handbook) and the Statement of Belief.

2. INTERESTS REGISTER

This has been reviewed, revised and updated.

Correspondence

- In Committee

Student Report

- Jacob was thanked for this thorough report that gained perspectives from across the school.
- His report creates the best picture of what it means to be a student and how they feel.
- Following Jacob's example, the request was made that Head of School reports also contain prayer points.
- Check consistency of Cellphone Policy v ByLaws
- Youth Workers have a complimentary role to the school Counsellors.

READING

- Governance
- Outstanding Recommendations & Internal Review / Updated
- Strategic Goals
- Rannerdale
- Board Committee Minutes
- Policy Reviews
- Principal's Strategic Report
- Head of School Reports Term 1 2024
- Student Report
- Association of Integrated Schools (AIS)
- Association of Proprietors of Integrated Schools (APIS)

IN COMMITTEE

Motion

'That the public be excluded from the following part/s of the proceedings of this meeting namely Agenda item 7.1. The grounds are that the matter is one of personnel and the reason is to protect the privacy of the individual/s. This motion is proposed to comply with S48 of the Local Government Official Information and Meetings Act 1987 and the special requirements when moving to exclude the public.'

Moved Mel Hikuroa, Presiding Member

CARRIED

Motion 'That the meeting move back into public session.'

Moved Mel Hikuroa, Presiding Member

CARRIED

NEXT MEETING

Date 1 July

Devotions Karen Winder

Discussion Topic Andrea Gort, Sabbatical Report (tbc)

Signed _____ Date _____

Andy Milne closed the meeting in prayer at 8.58 pm