

**Minutes of the October 2022
Northern Health School Board meeting
Thursday 3 November 2022
60 Khyber Pass, Grafton, Auckland (and online)**

Present: J. Walker, P. Sisson, J. Huston, P. Mitchell, R. Winder, J. O’Leary, G. Kelly (online)

Apologies: Nil

Also in attendance: A. Honey, R. Bourgaize (Minute taker, online)

Meeting commenced 10:03am

Mihi/Whakatauki

Election of Presiding Member

R. Winder nominated J. Walker as Presiding Member for the remainder of 2022
No further nominations received. Nominations Closed.

J. Walker Elected as Presiding Member. All in Favour.

Conflict of Interest

Reminder to Board Members of the need to declare any possible conflict of interest.
None declared.

Minutes of the previous meeting

The Minutes of the meeting were accepted as a true and correct record of events.

Moved: R. Winder, Seconded: J. Walker. All in favour.

Matters Arising from the previous meeting

Presentation of the draft Strategic Plan, to go on agenda for next meeting

*Board Secretary –
agenda item next
meeting*

Principal Sabbatical 2023

The Principal outlined his MOE approved sabbatical for Term 1, 2023 that was supported by the majority of the previous Board. Deputy Principal K. Watkins will be Acting Principal for the term.

Moved: J. Walker, Seconded: P. Mitchell. All in favour.

Correspondence

Email received from parent in relation to the Infection Control Policy. Inward correspondence accepted.

Moved: R. Winder, Seconded: J. Walker. All in favour.

Principal’s Report

- The Board discussed roll growth, specifically in the mental health area, which is being affected by the provision of mental health services in different areas. Growth is expected to continue with Maori and Pacifica starting to make up more numbers. Post Covid lockdown has seen large numbers of students not returning to their school of enrolment.
- Personnel. The Board discussed how NHS recruit staff and how the reduction of staffing levels is being dealt with. South Auckland is noted to be particularly

**To be
actioned by**

affected and due to this more online learning is being delivered. Each unit has their own responsibility in maintaining staffing levels.

- Policy Review. The Board discussed the current process of review, and this process will continue.
- The Board were advised the vehicle fleet is currently made up of 3 electric cars with the remaining being hybrid vehicles.
- Infection Control Policy. The Board discussed the email correspondence received and the NHS Infection Control Policy. The Board agreed that the Presiding Member, Principal, Unit Leader and P. Mitchell meet with the parent concerned.
- The Board discussed the Te Awa Contract and the request for submissions in relation to the proposed changes. Submission possibilities included who NHS would be reporting to, the impact of having several regional services with different ways of doing things and in working across different regions. G. Kelly to liaise with the Principal in drafting a submission which will include recommendations and an indication of work already happening, for the next Board meeting.
- Discussion about Te Pae Aronui to be on agenda for next meeting.
- Health & Safety Report discussed.

J. Walker/ R.
Winder/ P.
Mitchell

G. Kelly/
R.Winder

*Board Secretary –
agenda item next
meeting*

Principal's Report received and accepted.

Moved: J. Walker, Seconded: J. O'Leary. All in favour.

Financial Report

The Board discussed what information they wanted provided and requested the latest audit report.

R. Winder

Financial Report received and accepted.

Moved: J. Walker, Seconded: J. Huston. All in favour.

University Course Funding Applications

The Board approved two funding applications subject to one of the application forms being completed.

Moved: P. Sisson, Seconded R. Winder. All in favour.

Policy on Financial Assistance for Tertiary Study to be reviewed at a later date with the addition of the courses application to NHS.

Meeting dates/times remainder 2022 & 2023

Confirmed Thursday 17 November at 10am and Thursday 1 December 2022 at 10am.

Draft meeting dates for approval next meeting.

Board Secretary

Policies

In process of review:

- i) Healthy Foods and Beverages – discussion/approval next meeting
- ii) Smoke Free next meeting – discussion/approval next meeting

Review for November:

- i) Allocation of Management Units – J. Huston
- ii) Fixed Asset - P. Mitchell

Review for December:

- i) Assessment - J. O'Leary/J. Walker

- ii) Child & Youth Protection – G. Kelly
- iii) Student Disclosures – G. Kelly
- iv) Transporting Students - J. Walker
- v) Traumatic Incident Response – G. Kelly/J. Walker

Professional Growth Cycle (PGC)

Principal to send PGC agreement to Board members.

J. Walker to send Board members information regarding PGC from recent NZSTA conference. Paul Manson, Evaluation Associates to meet with Presiding Member initially.

The Board moved into committee to discuss a personnel matter at 12.38pm.

It was agreed A. Honey and R. Bourgaize will remain present.

Moved: R. Winder, Seconded: J. Walker. All in favour

P. Sisson left the meeting at 12.51pm

A. Honey returned to meeting 1.15pm

Next meeting: 17 November 2022, 10am, 60 Khyber Pass, Grafton

Meeting closed – 1.17 pm

R. Winder

J. Walker