

**Minutes of the February 2023  
Northern Health School Board meeting  
held Friday 24 February 2023  
60 Khyber Pass Road, Grafton, Auckland**

**Present:** J. Walker, J. Huston, G. Kelly, K. Watkins

**Apologies:** P. Sisson, P. Mitchell, J. O’Leary

**Also in attendance:** T. Grieve, K. Abel, R. Bourgaize (Minute taker)

Meeting commenced 9:33am

**To be  
actioned by**

Mihi/Whakatauki

**Appointment of Presiding Member**

Board members agree to defer the appointment of the Presiding Member until next meeting due to apologies from three trustees and for the previous Presiding Member to continue in the role until the next meeting.

Moved: G. Kelly, Seconded: J Huston. All in favour.

Board members agree to defer the appointment of Vice Presiding Member until the next meeting.

Moved: K. Watkins, Seconded J. Walker. 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**

Agreed with a change under ‘Matters Arising’ to:

‘have a much higher level of Pasifika students’

The Minutes of the meeting were accepted as a true and correct record with the above amendment.

Moved: J. Walker. All in favour.

The Board agreed the use of online only teachers is a management decision.

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

**Matters Arising from last meeting**

The Board requested the previous report on stakeholder surveys.

It was noted that PPTA strike action is planned for 16 March 2023, which is the next scheduled board meeting date.

Board Sec

Draft Work Plan 2023 accepted.

Moved: J. Walker. All in favour.

## Correspondence

Te Awa Budget increase (previously circulated by email).

Received and accepted.

Moved: J. Walker. All in favour.

Khyber Pass furniture budget increase (previously circulated by email).

Received and accepted.

Moved: J. Walker. All in favour.

## Presentation from J. Walker from 2022 NZSTA Conference

J. Walker will provide keynote speaker presentations to be made available through Teams.

J. Walker  
Board Sec

The Board discussed the need for all policies to be reviewed with the vision to reflect tikanga Māori.

The Board agreed to a trial whereby policies for review are provided to the strategic leadership team for their suggested cultural feedback prior to final approval by the Board.

Moved: J. Huston, Seconded: G Kelly. All in favour.

## Board Members application for leave

The Board approved a members request for 3 months leave from the Board (including this meeting).

Request accepted.

Moved: J. Walker, Seconded: K. Watkins. All in favour.

## Principal's Report

Current roll 1105. The Principal explained the increasing roll and complexities of staffing units.

- Health and Safety Report. The Principal discussed the effects cyclone Gabrielle has had on some units within the school.
- The comprehensive Risk Register is available through Teams.
- MU allocation report. The Principal will provide information at the next meeting regarding the MU 'Study skills and learning hygiene resources and support'.
- Renaming ceremony for Child Family Unit to Haumarū Ōrite to be attended by the Principal and one other board member.
- Principal's PGC performance agreement.

K. Watkins

The board move to approve the Principal's performance agreement to continue with Evaluation Associates for the next year.

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

Principal's Report received and accepted.

Moved: J. Walker. All in favour.

## Enrolments of Pasifika students

The Board discussed the numbers of Pasifika students on the roll and what was being done in relation to knowledge and application of the NHS service to this group. The Principal advised our South Auckland unit has several culturally diverse staff including the unit leader and that this unit has frequent contact with agencies in their area.

Roll numbers are as follows:

Week 3	2021	2022	2023
NZ Māori	210	235	256
Pacific Island	23	14	46

The Board agreed a discussion with staff at the South Auckland Unit would be a beneficial agenda item when we visit in April 2023.

### **Annual Board Fee Review**

Deferred until March 2023 meeting.

### **Financial Report**

Correction to the statement of financial position at 31 December 2022. The item petty cash also includes term deposits.

The Board accepted the financial reports and Statement of Financial Position up to 31 December 2022.

Moved: G. Kelly, Seconded: J. Huston. All in favour.

### **Budget 2023**

The final budget was presented. The Board noted it is a deficit budget of \$676,068 and that the school is in a position to manage the effect that will have on their financial reserves.

Budget accepted.

Moved: J. Walker. All in favour.

### **Board Member co-options**

Deferred to next meeting. The Principal to send a pack with previous forms for members to consider.

K. Watkins

### **Policies**

Financial Assistance for Tertiary Study

Accepted. Moved: K. Watkins, Seconded: J. Walker. All in favour.

Wellbeing (Deferred until next meeting)

Memorandum of Delegations

Accepted. Moved: J. Walker. All in favour.

### **Policies Review for March**

Property Management – J. Huston

On-line Learning – G. Kelly

### **Policies for Review April**

Equal Employment Opportunity – J. Walker

Welfare of Animals – J. Walker

*The Board moved into committee to discuss personnel matters at 12.47pm.*

K. Abel left the meeting and it was agreed T. Grieve and R. Bourgaize (Minute taker) would remain present.

*The Board moved out of committee at 1.14pm and K. Abel returned to the meeting at 1.14pm.*

**Meeting closed at 1.16pm**

**Next meeting: 16 March 2023 To be confirmed**