

1 PRESENT

- Terri Gledhill (Chair), Karen Johnston, Mike Fowler, Paul Ballantine, Laurence Mote, Sara Gordon, Suzanne Waters (from 6pm)

1.1 In attendance

- Rowan Milburn, Marie Stribling, Jenni Holden, Sheryl Crase (minutes)
- Derek Benfield (for items 1-5.2 inclusive)

2 APOLOGIES

- Andrew Swift, Melanie Morris, Suzanne Waters (lateness)

3 MEETING COMMENCEMENT

- 5:30pm

3.1 Register of Interests

- No changes advised.

4 APPROVAL OF MINUTES

- *Moved Terri, seconded Laurence* that the minutes of the meeting held 2 March 2021 be approved as a true and correct record. Carried.

5 REPORTS

5.1 Te Urungi Report (Laurence)

- Laurence briefed the board on the meeting last week, noting that the following items had been discussed:
 - Introducing links between bi-cultural leadership groups.
 - Survey feedback on the whānau hui held 18 March. One of the issues raised was correct pronunciation of Māori student names
 - The Hagley College strategic plan. It was suggested that it would be useful to consider publicising this, as well as policies, in the e-news. Rowan confirmed that a link to the strategic plan was sent to students.
 - Concern had been raised that, within the Ministry, the school is referred to as Hagley College, and there is no reference to Te Puna Wai o Waipapa.

5.2 Finance Report (Derek)

- Derek noted that results for the first two months of the year were pleasing with a YTD surplus of \$987k, and working capital of \$3.7m.
- *Note: the draft 2020 Annual Report will be circulated by email to the board for approval.*

5.3 Senior Leadership Team

5.3.1 Enrolment numbers

- Mike advised that there were higher than usual enrolment numbers into Year 9 2021 with almost all places offered being accepted. The intention is to reduce numbers via attrition over the next three years. Unlike previous years, almost everyone offered a place accepted that place.
- *Moved Mike, seconded Sara* that the board approves the following enrolment numbers for 2022:
 - Year 9: 125 maximum roll
 - Year 10: 125 maximum roll including re-enrolling students from 2021
 - Year 11: 125 maximum roll [including re-enrolling students from 2021
 - Years 9-11: Targeted Learning 17 maximum roll including re-enrolling students from 2021
 - Years 12-14: 1,025 maximum roll [including re-enrolling students from 2021

Carried

Note: the exact number of places at Years 10 to 13 will depend on the number of 2021 students re-enrolling.

5.3.2 Staff matters (Jenni)

- Jenni advised that Jon Crampton has resigned from his HOD position after nine years as HOD of the Mathematics Department. John has requested refreshment leave but will remain on staff with reduced teaching hours in 2022.

5.3.3 ERO (Mike)

- The next step in Hagley's ERO review during term 2 is to determine the focus for our school evaluation. ERO will also look at our internal evaluation processes and their alignment to our annual planning, curriculum design, teaching and learning and how we use internal evaluation to look at the impact of what we do

5.3.4 Board's role in suspension process

- Mike and Rowan outlined requirements under the Education and Training Act 2020, and processes described in the Ministry's guidelines.
- Agreed to modify the board's disciplinary processes to meet requirements.

5.4 Portfolio Reports (Senior Leaders)

- Mike advised that there had been no portfolio reports last year due to COVID and the move to link reporting to the strategic plan, and report against a calendar year. He noted that the five strategic goals were significant components of portfolio reports. School initiatives are also linked to the goals with the biggest driver for change being improved outcomes for students.
- There have been some changes to the team structure with new leadership roles created to address some of the challenges, and to support achievement of the strategic goals.
- Senior leaders delivered a presentation detailing key achievements and outlining next steps for each of the portfolio areas.
- The following additional points were made in discussion:

Infrastructure and ICT

- The two new hubs, Auripo and Wainuku, are both due for completion in September 2022. Concerns about the delays have been expressed to the MoE on a number of occasions.
- Work is ongoing to increase understanding of what the school's designated character means.
- Purchase of the property for the new multi-cultural hub has been completed, and a transition plan is in place. It will be a minimum of 12 months before occupancy can occur.

Student wellbeing

- 14 students have attended the Rangitahi to Rangitira programme and a Term 3 slot for year 10 students has been secured.
- Highlighted that the requirement for students suffering cold symptoms to stay home has impacted on attendance data.

Student Learning

- Connected curriculum for Years 9 and 10 has now been in place for three years. The connected curriculum programme will be expanded across all Year 9 classes next year to address concerns.
- Subject reviews are being prepared and these show improved results in NCEA level 2 results.

5.5 Student Report (Mel Graham)

- Hagley will be implementing the concept of Youth Ambassadors discussed at the secondary school leaders hui, with training to be provided by Youthline.
- The newly established student wellbeing team recently met. Topics discussed included establishment of a lunch club, and providing students who may be in a situation with a teacher but feel uncomfortable about discussing it with teaching staff, with an opportunity to talk it over with a member of the wellbeing team. This would be an intermediary step and may not require any further action.
- Senior students have been discussing what worked well and what didn't in their health/hauora classes. Mel is looking to sit in on some current classes, with potential to provide feedback on what might work better for students.
- On behalf of students, Mel made the following suggestions:
 - That a careers class in the second half of year 10, when students are looking at subject choices for year 11, would be more relevant than in year 9.
 - That while the Year 13 graduation celebrates students who did really well, consideration might be given to what could be done for other students.
- Rowan thanked Mel for all the work she is doing and noted that some of the issues raised can be resolved quite easily.

5.6 Staff Report (Suzanne)

- Positive feedback from staff on wellbeing initiative.

5.7 Pre School Trust Report (Mike)

- Mike noted that the last meeting was essentially around the transition from Simpson House to new build. Numbers are stable and there was a good degree of positivity. Next month will be critical in terms of securing the required licences and achieving readiness to move.

6 UPDATES

6.1 EOTC Update (Jenni)

- Jenni advised were no new trips requiring approval.

6.2 Health and Safety Update

- Confirmed that there had been no preventable incidents since the last meeting.
- Fire evacuations have been held this year at the Champion St and Hagley sites, with subsequent amendments to improve procedures.

7 POLICIES

- Mike advised that policies tabled for ratification had been comprehensively reviewed by the Policies Committee, and circulated to staff for comment.
- *Moved Mike, seconded Laurence* that the following policies be ratified:
 - Assessment Policy
 - Crisis Behaviour Policy
 - MU Policy
 - Fixed Term MU and MMA Process
 - Special Conditions Enrolment Policy
 - Staffing Policy
 - Teaching Staff Leave Policy
 - Timetabling Policy

Carried

- Agreed that, in tabling policies for ratification, it would be useful for the board to receive a summary of changes made.
- Noted that Sara will join the Policy Committee – meetings are held 5pm on last Tuesday of the month, after the Pre School meeting.

8 GENERAL BUSINESS

- *NZSTA Conference*: noted that Sara and Terri will be attending the NZSTA conference.
- *Induction for new board members*: ACTION: Rowan to check with Sherron.

9 MOVE TO PUBLIC EXCLUDED

Moved by the Chair that the public be excluded from the following parts of the proceedings of this meeting, namely – agenda item 14 ("Public Excluded")

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 ("LGOIMA") for the passing of this resolution are as follows:

<i>General subject</i>	<i>Reason for passing this resolution</i>	<i>Ground(s) under s48(1) for the passing of this resolution</i>
Matters relating to individual students	It is necessary to exclude the public from this part of the meeting in order to protect the privacy of natural persons, being a good reason for withholding information under s9(2)(a) of the Official Information Act 1982 ("OIA")	Pursuant to s48(1)(a)(ii) of the LGOIMA that the public conduct of the relevant part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under the OIA.

10 MEETING CONCLUSION

- 7.45pm

SIGNED AS A TRUE AND CORRECT RECORD



Terri Gledhill, Acting Chair



Date