

**1 PRESENT**

- Andrew Swift, Terri Gledhill, Karen Johnston, Paul Ballantine, Laurence Mote, Mike Fowler, Suzanne Waters, Mel Graham, Melanie Morris
- Absent – Marie Stribling, Sheryl Crase

**1.1 In attendance**

- Rowan Milburn, Jenni Holden, Sherron Harrison (minutes)
- Derek Benfield (for items 1-4)

Apologies : Sara Gordon

**2 MEETING COMMENCEMENT**

- 5:30pm

**2.1 Register of Interests**

- No changes advised.

**2.2 Matters Arising:**

Item 13 from 4 May minutes – please note that the presenter at the NZSTA Conference was **Dr Kathryn Berkett**

**Naming -Hagley College /Te Puna Wai O Waipapa**

Consultation with Te Reo Kaiako continuing with a vision for this to be changed in 2022 potentially at Matariki. Student Council – unanimous decision for Hagley to be changed to Te Puna Wai O Waipapa

**3 APPROVAL OF MINUTES**

- *Moved Karen seconded Terri* that the minutes of the meeting held 4 May 2021 be approved as a true and correct record. Carried.

**4 FINANCE REPORT (DEREK)**

- Finance report to 30 April – finances looking very promising:
  - Income was at 35%, and expenditure at 31%
  - There was a YTD surplus of \$777k.
  - Working capital was \$3.6m.
- *Moved Mel, seconded Laurence* that the Finance Report be accepted. Carried.

**5 CHAIR'S REPORT**


- Succession planning for the 2022 BOT Triennial elections discussed.
- It is Andrew's intention not to seek re-election to the BOT at the next election, Karen has also expressed her decision to step down from the BOT as well at the end of this term.
- Need for multi-cultural voice on the BOT.

## 6 TE URUNGI REPORT

- At the latest meeting it is noted that students were finding a voice and had valuable input into discussions. Te Reo into all principles of the College.
- New app - Whakahuatia mai! – has improved pronunciation.
- Maori achievement hui with success for Māori students.

## 7 SENIOR LEADERSHIP TEAM REPORTS

### 7.1 Te Tauihu Waka / Principal's Team (Mike Fowler)

- Report noted.
- Mike discussed the upcoming ERO Review – Julie Moor to visit on Friday 4 June
- The College has had an initial interaction with Julia 
- SLT are currently reviewing documentation (Strategic Plan, values/measures/equity, evaluation process etc) in anticipation of this review.
- Mike has become a Leader Partner with ERO and is currently reviewing Te Kura - will be offsite for 2 weeks, but still available to Hagley.

### 7.2 Hauora Akonga / Student Wellbeing (Rowan Milburn)

- Report noted.
- Significant increase in students requiring equity/hardship for food, bus money, phone top-ups, trips paid for noticed.
- Visit to Court Theatre for Yes, Yes, Yes programme around sexuality education through consent for Year 12 students.
- Ngā Kākano – first round completed. Patchy attendance but positive signs for upcoming rounds.
- Attendance levels for Year 9 around 58% of students attending 90 – 100% of the time, down from 2020. Year 12 have lowest attendance rates. NCEA achievement is linked to attendance.
- First term attendance – European/Pakeha students highest attendance [41.9%], the Māori students [32.9%], Pacific [33.3%], Asian [30%].
- Absences (Justified) – European/Pakeha [47.1%], Māori [44.6%], Pacific [45%], Asian [38%].
- College looking to celebrate Matariki with goal setting and kai.
- Celebration of Pink Shirt Day.

### 7.3 Akoranga / Student Learning (Marie Stribling)

- Report noted.
- Both senior and junior reports sent out and Conferencing Day completed on 31 May either in person, by Teams or phone conversations.

### 7.4 Staff and Community Liaison (Jenni Holden)

- Report noted.
- June 1<sup>st</sup> role submitted on time, Student FTE approx. 1380 slightly down on 2020, no change would be made to staffing numbers.
- Manu Kōrere speech competitions completed with two students likely to go through to next round.
- Jenni attended the Professional Learning Cluster run by Ben Gresham for schools with refugee background learners. Approx 30 people attended and Wahida Zahedi (from Red Cross) and an ex Hagley student, on Afghan culture and her insights into the refugee background student journey in New Zealand.
- Staff absences due to illness, school trips, PLD are significant at this time.

- Parent engagement through the Portal to be measured.

## 8 ERO

- Mike explained the new way that ERO operates their review process.
- Policy review, Health and Safety and Board Processes are all reviewed.
- There are 6 steps in this process – 3 are early review items and then 3 are Finance, Curriculum and Assets.
- A School Self Audit and Assurance Statement was issued to BOT members customized for Hagley College which includes Personnel, Health and Safety and Wellbeing. School Evaluation Indicators information also issued.
- Evaluation Indicators:
  - Stewardship
  - Student Outcomes
    - Performance – actions, outcomes
    - Subject leader – Priority group from strategic plan  
Collaborative inquiry in priority group  
The way the target evolved
  - Understanding roles of trustees and their effectiveness as a Board
  - Strategic Plan and long term goals

## 9 OTHER REPORTS

### 9.1 Student Report (Mel Graham)

- Student discussion on prizegiving and graduation as this only rewards top students. Recognition for each class through tutor groups for everyone.
- Formal to be held early September.
- More awareness needed around scholarship availability - these can be found in Careers and through the 'Careers Bites' newsletter.
- Music Camp attended by Jazz, Cabaret and Choir students – very successful.
- More education/wellbeing around energy drinks, vaping/smoking to students with fact based education.
- Otago University trip to be investigated for students unable to attend previous open day – needs support for students unable to afford to attend. Rowan advised that speakers attend the College regularly for this purpose if students are unable to attend Open Days.
- Thank you to Mel for being the Hagley College Year 9 Open Night speaker – comments from potential students and parents for her comments.
- Licensing software used by the College – discussion on T&C's and consent for these.

### 9.2 Staff report (Suzanne)

- MMA/MU process discussion.



## 10 Pre School Trust Report

- Report noted.
- Services Agreement for 2021 signed.

- **Motion: The BOT agrees that the Annual Services Agreement for 2021 for up to \$20,000 be used for landscaping works for the new Preschool. Moved – Andrew Seconded – Terri Approved.**

### 10.1 EOTC Update (Jenni)

- Successful trip to Mt Cook completed.
- Trips this week (beginning 31 May have either been cancelled or postponed) due to weather.

### 10.2 Health and Safety Update

- Report noted.

### 10.3 Policy Committee

#### Summary Sheet

- Attendance Policy - new policy (with procedures), details Hagleys's attendance practices as required under the Education and Training Act 2020
- Child Protection Policy
- Equal Employment Opportunities Policy
- Archiving Policy
- Complaints – School Community Policy
- Professional Conduct/Complaints Policy
- Travel Policy
- International Student Refunds Policy
- Harassment Prevention and Response Policy
- Hospitality Policy (previously Entertainment Policy)
- Strategic Planning and Reporting Policy (previously College charter Policy)
- Principal Performance Appraisal Policy
- Minor changes to these policies – name changes from Deputy Principal – Staff Wellbeing to appropriate other people and update to legislation and amendments.
- **Approval of Policies:**
- Moved by Mike, seconded by Andrew that the BOT approves all policies as above.

## 11 GENERAL BUSINESS

- NZSTA News distributed to BOT members.
- School Climate Action Group – attended by 8 schools with representation from Jo Eaton (Science Teacher) – Laurence

## 12 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 items 5, 9.2 ("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.
Matters relating to individual BOT members	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.
Matters relating to individual staff members	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.


### 13 MEETING CONCLUSION

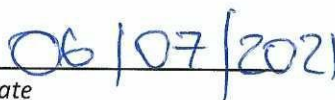
■ 8.45pm

### 14 SUMMARY OF ACTIONS

<i>No</i>	<i>Issue</i>	<i>Meeting Date</i>	<i>Action required</i>	<i>Person</i>
1	Otago University visit	01/06/21	Investigate suitability of taking some students for a visit to Otago University	Rowan

**SIGNED AS A TRUE AND CORRECT RECORD**

  
 \_\_\_\_\_  
 Andrew Swift, Chair

  
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 Date