

1 PRESENT

- Andrew Swift (Chair), Mel Morris, Paul Ballantine, Laurence Mote, Karen Johnston, Mike Fowler, Suzanne Waters, Mel Graham

1.1 In attendance

- Marie Stribling, Rowan Milburn, Jenni Holden, Sheryl Crase (minutes)

2 APOLOGIES

- Terri Gledhill, Sara Gordon

3 MEETING COMMENCEMENT

- 5:40pm

4 REGISTER OF INTERESTS

- No changes advised.

5 APPROVAL OF MINUTES

- *Moved Paul, seconded Karen* that the minutes be approved as a true and correct record. Carried.

6 FINANCE REPORT

- Mel Morris advised that she had met with Casey and Rowan for a preliminary discussion of the financial statements. Preliminary meetings, prior to the board meeting, will continue to be held on a monthly basis.
- Mel provided a brief overview of results, noting that half way through the financial year, 55% of income had been achieved, with expenditure sitting at 50% and highlighting that this was a good result.
- She added that the Finance Committee had recommended replacing the current summary report to the board, with the Executive Summary and first four pages of the detailed income and expenses statements in future board meeting packs.
- *Moved Mel, seconded Laurence* that the report be accepted. Carried.

7 CHAIR'S REPORT

- Andrew noted that the Principal's Appraisal has been completed and a summary will be forwarded to members of the board by email.

8 TE URUNGI REPORT

- Laurence noted that Te Urungi met recently with a number of issues discussed including consultation over the renaming of school. Students would like to see students engaged early in the process.
- There was also discussion around the suitability of the symbol on leavers t-shirt.

- Laurence suggested that the bicultural leadership team considers the resource impact of Mātauranga Māori which is currently falling on Maori leaders within the school.

9 SENIOR LEADERSHIP TEAM REPORTS

9.1 Te Taihu Waka / Principal's Team (Mike Fowler)

9.1.1 Renaming of the school

- Mike noted this would be a gradual process to ensure there is awareness of what has gone before and solid understanding of both Māori and English whakapapa for the school's Māori and English names.
- A discussion document was tabled for feedback. Agreed to change the header on the discussion document from 'Decision' to 'Consultation'.
- Discussion forums will be arranged over terms three and four, with feedback to the board in Term 4.

9.2 Rebuild

- Mike advised that some components need to be addressed urgently with regard to long term planning including Gym1 (which is rapidly deteriorating), and the whare.
- Discussions with David Hobern have been positive who confirmed that the Ministry would agree to begin design and consenting work, to get the project to the 'shovel-ready' stage so it is well placed when Ministry funding is released.

9.2.1 Kahui Ako

- Looking at projects the school will link into in 2022.
- The Mental Health Adviser role is working well, and ongoing funding is sought to continue this role. Funding for a social worker is also being sought.

9.2.2 ERO

- The focus of the evaluation will be on initiatives that make the most difference, as well as factors contributing to successful outcomes. SLT is feeling positive about the nature of focus.

9.2.3 Appointment of Equal Employment Opportunities Officer

- There is a need to appoint an Equal Employment Opportunities Officer. While there is no remuneration attached to the role, some time allowance may be possible.
- ACTION: Jenni to progress.

9.2.4 Appointment of Privacy Officer

- There is a need to review the policy and appoint a Privacy Officer. Currently, Mike and Rowan share the role.

9.2.5 Proposed meeting dates

- Agreed to adopt the following meeting schedule for the period Aug-Dec 2021:
 - Tue 24 August
 - Tue 28 Sept
 - Tue 26 Oct
 - Tue 30 Nov
 - No meeting in December.

9.3 Hauora Akonga / Student Wellbeing (Rowan Milburn)

- Rowan spoke to her written report adding the following points:
 - Useful information is being collated from feedback given at the wellbeing expo.
 - Student rep elections will be held in September. Mel will attend both the Sept and Oct board meetings.
 - The Komodo app is providing a valuable function making it easier to seek help from a member of the counselling team.

9.4 Akoranga / Student Learning (Marie Stribling)

- Marie spoke to her written report, adding the following points:
 - 2022 Prospectus: in development. There are significant changes for year 12s in terms of semesterisation.
 - Collaborative inquiry: a key component in the school review process as part of the continuous journey towards school improvement.
 - Ministry mandated TOD next week, around subject planning for NCEA level 1. Changes will be trialled in 2022, and implemented 2023.

9.5 Hauora Kaimahi / Staff Wellbeing (Jenni Holden)

- Jenni spoke to her written report.
- *Study Leave Application*: the board approved Te Arohanui Mahuta's request to make a study leave application for 2022.

10 STUDENT REPORT

- Mel Graham provided a verbal report, highlighting suggestions and requests received in the wellbeing expo survey. These included
 - Alarms don't reach all parts of the school
 - Lower cafeteria prices.
 - Food options clearly labelled for those with allergies.
 - Gender neutral changing rooms.
 - A system for texting staff and counsellors.
 - Teachers to read out notices rather than relying on students reading them on the portal.
 - Shortening morning break and lengthening lunchbreak.
 - Staff de-escalating situations with students prior to notifying parents – concern some teachers use notifying parents to induce compliance.
 - More communication around the rebuild, particularly for students continuing at Hagley.

Discussion

- *Breaktimes*
 - Jenni confirmed that break times were set to meet legislative requirements for teachers.
- *Contacting parents*
 - Suggested that teachers provide positive feedback to parents as well as notifying them of students' behaviours of concern.
- *Rebuild information*
 - Agreed useful to include in assembly presentations, and to put rebuild redesigns up as a display for parent teacher meetings.
- *Support for staff*
 - Jenni confirmed EAP is available for all staff, including relief staff.
 - Mel Morris advised that Xero offer a free wellbeing support programme. ACTION: Mel to provide information.

- *Responding to student feedback*
 - Mel Graham: Council members feeding back to students best way – other options assemblies.

11 PRE SCHOOL TRUST REPORT

- Mike confirmed that with the \$519k capital grant, and \$100k board contribution, the project was close to breakeven. There is a possibility of additional funding being made available. If this eventuates, it will be used for landscaping.
- Pay parity is a major issue for ECE, and the Preschool has joined the negotiations. There is a compelling argument for parity, but costs of implementing will be significant.

12 UPDATES

12.1 EOTC

- Jenni confirmed that there were no activities requiring approval at this time.

12.2 Health and Safety

- Jenni advised that there had been three unavoidable injuries to students and two to staff. Some changes have been made to procedures as a result of an injury to a member of the hospitality staff.

13 POLICIES

- *Moved Mike, seconded Andrew* that the following policies be ratified:
 - Curriculum Policy (updated).
 - Traumatic Incidents and Procedures Policy (two policies combined into one).
 Carried.

14 MOVE TO PUBLIC EXCLUDED

Moved by the Chair that the public be excluded from the following parts of the proceedings of this meeting.

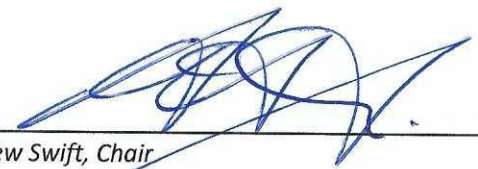
The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 ("LGOIMA") for the passing of this resolution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

15 MEETING CLOSURE

- 7:25pm

SIGNED AS A TRUE AND CORRECT RECORD



Andrew Swift, Chair

28/09/2021

Date