

1 PRESENT

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

1.1 In attendance

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

2 APOLOGIES

- Sara Gordon

3 MEETING COMMENCEMENT

- 5:30 pm

4 REGISTER OF INTERESTS

- No changes advised.

5 APPROVAL OF MINUTES

- *Moved from the Chair* that the minutes of the meeting held 3 August 2021 be approved as a true and correct record. Carried.

6 FINANCE REPORT

- Mel Morris advised that, following the pre-meeting with Rowan and Casey, the Executive summary had been updated.
- With expenditure at 58% and income at 74% income, results were solid.
- Mel also highlighted the following points:
 - Any additional assets, which may be required for the new buildings, may arise in future.
 - The budget process will be started later than planned due to Covid lockdown restrictions.
 - Banking staffing remained stable.
- *Moved Mel M, seconded Andrew* that the Finance Report be received. Carried

7 CHAIR'S REPORT

- Andrew acknowledged the College's quick response to COVID and thanked senior leaders for keeping the school community abreast of what was happening.

8 TE URUNGI REPORT

- Laurence confirmed that Te Urungi had not met since the last board meeting and there was therefore nothing to report.

9 LOCKDOWN UPDATE

- Mike, Suzanne, Rowan, Marie, and Jenni provided an update. Key points were:

- There had been learnings from last year with a sense of where we need to get to. There had been a range of communications, including good chains of communication between teams.
- Student learning seems to be running smoothly. Teachers are quite happy and students seem to be engaging. .
- There has been positive feedback, particularly around changes made since last time, including adopting structured times. A wellbeing focus is being maintained. If students are stressed, parents/whānau have been advised to take it easy.
- Very few devices needed to go out (around 25) and work done since last time has meant well prepared.
- In general, staff have been able to create video calls/work and provide every opportunity for students to engage.
- There is awareness that some students are reluctant to engage in video conference due to discomfort and/or what is going on in their whanau.
- Based on MoE advice, will be providing information on the longer Covid restrictions picture as far as able to.
- Staff have had a lot of professional development around teaching online, and technical support is available.
- There is understanding of the demand on teachers who are balancing their own family responsibilities.
- Staff are connected through their departments with opportunities to engage with each other through department meetings etc.
- Some support staff are able to work from home.
- Mel G added that, from a student perspective, it had been good to catch up with teachers and have a period of time to ask questions.

10 SENIOR LEADERSHIP TEAM REPORTS

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

Afghani students

- Mike advised that staff have been reaching out to Afghani students in the kura in the current incredibly difficult situation in Afghanistan. Contact has also been made with Duncan Webb and good information is being provided by his office.

Redevelopment

- A submission has been made to the MoE for a special staffing allowance for the fourth consecutive year. This is the most critical year, with application made for funding of 4.25 FTE positions, as well additional rebuild related duties related to specific roles.

Staffing

- Work is about to start on defining the kāhui ako projects linked to the 2022 strategic goals so that advertising for positions linked to these projects can commence.
- The EEO Officer role will be put forward for consideration as a fixed term MU/MMA position for 2022 . In the interim, there is a recommendation that staff may self-nominate for 2022.

Bicultural Partnership

- Te Waipapa O Te Ao Tawhiti Waitaha performed most creditably at the Kapa Haka Regional Competition,

10.2 Hauora Ākonga / Student Wellbeing (Rowan Milburn)

- Rowan highlighted key points in her written report, adding the following points:
 - Wellbeing ambassadors have now been trained, and the initiative will be up and running on return to school.
 - Year advisers have had some PD with discussion clearly defining the role. Looking to change with adviser role to have oversight with tutors managing attendance.
 - Staff have been surveyed with regard to their plans for next year as this will inform finalisation of fixed term roles

10.3 Akoranga / Student Learning (Marie Stribling)

- Marie spoke to her written report, adding the following points:
 - Junior reports have been sent to parents.
 - It has been suggested to teachers that they might like to use the lockdown time to write the subject specific feedback that is due by the end of term 3.
 - It is now uncertain whether practice exams will go ahead or not.
 - NCEA: while there have not been any announcements yet, NZQA have identified a range of options that will be considered if necessary.
 - It has been emphasised to staff that, under the circumstances, there can be some flexibility around NCEA internal assessment requirements.

10.4 Hauora Kaimahi / Staff Wellbeing (Jenni Holden)

- Staff PLD has been delayed until return to school.

Unpaid Leave request: Ben Gresham

- Ben Gresham (Diversity Services Coordinator) had initially submitted his resignation but has subsequently withdrawn his resignation and requested unpaid leave from 10 September 2021 until the end of July 2022 to take up a fixed term position as a senior adviser at the Ministry of Education. This request is supported.
- *Moved from the Chair* that Ben Gresham be granted one year's unpaid leave. Carried.

Approval of Study Leave

- *Moved Terri, seconded Suzanne* that Chantelle Rakich's application to TeachNZ for funding to undertake study for a Bachelor of Māori Performing Arts for four hours per week for a period of one year. Carried.
- *Moved from the Chair* that the board supports Regan Stokes' application to TeachNZ for a scholarship to undertake his Masters Degree. Carried.

Approval of study fees

- Suzanne Woods, part time counsellor, has applied for payment of fees to undertake part time study under an MOE Guidance Counsellor Training Study Award. This will not impact on her 2022 counselling hours in the school.
- *Moved Suzanne, seconded Mel M* that the board approves their support for Suzanne Wood's application.

Systems and Data

- Following the situation with Worksafe charging the board of trustees in Hamilton with breaches of the Health and Safety Act, the advice of Education Outdoors NZ (EONZ) has been sought. Current systems will be reviewed to ensure practices are as safe as possible and the board is informed of what they need to know in a timely way. Updates will be provided as EONZ advice is received.

11 STUDENT REPORT

Harassment concerns

- Mel G advised that there has been some concern expressed by students around the school's response to alleged sexual harassment in and around the school, with students not feeling like they got the response they hoped for and feeling unsafe around school.
- Rowan confirmed that she had discussed this with Mel and gave an assurance that she and Suzanne have been working on this after becoming aware of very concerning posts on social media which were targeting a particular student. The advice of police had been sought, with a senior sergeant willing to work with students.
- Rowan highlighted the importance of doing this well, and of being mindful of privacy concerns and she advised that for this reason, it is not always possible to share information with other students.

School formal

- While every effort would be made to ensure this goes ahead, Christchurch will need to be at Level 1 for this happen.

Lockdown support for students

- In response to Mel's query, Rowan advised that any students who felt they were falling behind should contact their tutors, or specific subject teachers. The counselling service was available if needed. ACTION: Rowan to consider communication/updates for students.

12 PRE SCHOOL TRUST REPORT

- Mike confirmed that it was business as usual for the preschool after a successful move to the new building.

13 UPDATES

13.1 EOTC

- Jenni confirmed that all trips are postponed and will be reviewed when Level 2 lockdown is reached.

14 POLICIES

Allocation of Fixed Term Management Units (MU) and Middle Management Allowances (MMA) Policy

- Confirmed that there had been comprehensive consultation and the updated policy was supported by staff.
- *Moved from the Chair* that the Allocation of Fixed Term Management Units and Middle Management Allowances Policy be ratified. Carried.

Appointment of Equal Employment Opportunities (EEO) Officer

- Karen offered to be the board rep on the working group considering the appointment of an EEO Officer.

15 GENERAL BUSINESS

- Farewell to Derek Benfield, former Chair, Finance Committee
 - Noted that there had been no time to farewell Derek, and it was agreed to invited him to attend the Board's end of year dinner.

16 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.

17 MEETING CLOSURE

- 6.50pm

SIGNED AS A TRUE AND CORRECT RECORD



Andrew Swift, Chair

28/09/2021
Date