

**1 PRESENT**

- Mel Morris (Chair), Casey Chen, Rowan Milburn, Charles Mullins, Philippa Weir, Lilly Anderson

**1.1 In attendance**

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

**2 APOLOGIES**

- Zelda Yates, Paul Ballantine, Jasmine Lambert, Suzanne Waters

**3 MEETING COMMENCEMENT**

- 6:00pm

**4 MEETING HELD 28 MARCH 2023**

**4.1 Approval of minutes**

- *Moved by the Chair* that the minutes be approved as a true and correct record. Carried.

**4.2 Matters arising**

- Mel advised that following on from Charles' induction, access to NZSTA access and Hagley's internal IT system were yet to be resolved.

**5 PRESIDING MEMBERS**

Resignation of Board Secretary

- Mel acknowledged notification of the Board Secretary's resignation, effective 30 June 2023, and thanked Sheryl for her contribution.
- There was discussion around replacement, with a suggestion made that a call for expressions of interest to be communicated to the school community.

Noting of resolution

- Due to the fact that all board members who had previously been involved in discipline meetings had now left the board, following advice from NZSTA, members of the board unanimously agreed to co-opt Karen Johnston, a former board member, to chair the discipline sub committee meeting scheduled to take place on 5 April 2023, and any subsequent follow up meetings that may be required.
- Noted that two current board members joined Karen for this disciplinary meeting

**6 FINANCE REPORT**

- In Paul's absence, Mel provided a summary of Finance Committee discussions, noting that the Finance Committee had requested more information around a significant variance in the YTD surplus. It has been confirmed that this relates to the funds held in April 2022 for furniture,

fittings and equipment for the new buildings, much of which has now been spent. Andy Gorton, Director of Infrastructure and Digital Strategy, will present an update at the next meeting.

- Banking staffing was underused in April and is now at a manageable level.
- The Finance Manager has been asked to present more detail around payment of After 3 fees and accounts payable.
- Following the change in the year end result, there will be further meetings with portfolio heads to review budget performance and coding with the aim to have clearer reporting. Subsequent to this process, the budget will be recast.

#### Receipt of report

- *Moved from the Chair* that the Finance Report be received. Carried.

## **7 SENIOR LEADERSHIP TEAM REPORTS**

- Rowan's report was taken as read. Marie then presented the 2022 Achievement Data.

## **8 2022 ACHIEVEMENT DATA**

- Marie presented 2022 achievement data. Key points were:
  - Levels 2 and 3 showed an upwards trend.
  - There was concern around level 1 results, particularly around the number of students not achieving required credits, either by non attendance or students removing from classes to the point where they were unable to achieve Level 1. There will be greater focus on this cohort going forward.
  - Literacy and numeracy levels are down.
  - Lack of engagement and lack of attendance, as well as the impact of Covid is a national issue.
- 2023 areas of priority
  - Monitoring Year 9 cohort: monitoring year by year to establish any patterns
  - Tracking groups achieving lower results than might be expected and focusing on priority learners.
- Marie tabled the Subject Review Report, noting that:
  - Indicators 1 and 2 provide assurance of compliance with national curriculum requirements
  - Indicator 3: (a) review of 2022, and (b) looking forward to 2023
  - Indicator 4:improving teacher effectiveness

### **8.1.1 Discussion**

#### Results

- Results were unexpected, tutors and mentoring was in place and there had been no concerns raised prior. It is clear intervention is needed for level 1 students and now looking closer at the academic mentoring process, pastoral measures, and working through departments to improve achievements.
- Tracking of equitable opportunities is highlighted in the strategic plan, with overall support for attendance. Every student counts and there is a need to know the story behind each of these students and understand why they are not achieving NCEA.
- There is uncertainty as to how the new literacy and numeracy stands will be tested, with concern that the extended length of time to achieve may be demotivating for some students.

#### Progress tracking

- The board discussed tracking of progress in 2023, and potential to reward achievements.
- Lilly noted that students will want to do well if known that results are being tracked.



- Agreed it would be useful for the board to receive a progress report - this would also raise the profile of work that is being done.
- AGENDA ITEM: June meeting.

## 9 STUDENT REPORT

- Lilly provided a verbal report:

### Social media support for sport

- There has been a good response to the FB and Instagram pages created to support sports.

### Junior student council

- Overall went well, with many students keen to be involved and make positive changes.

### Yearbook proposal

- Lilly proposed reintroduction of yearbooks to celebrate events and learning.
- A collaborative process involving Year 12-13 journalism and photography students could be utilised to write up articles or cover events. The yearbook could include examples of artwork from NCEA portfolios, and highlight music and drama performances.
- It would be best worked on by committee of students who want to be involved and who had a wide skills to utilize, with checking by a senior staff person prior to publication and a small cost for students who want to buy it.
- The board supported the concept, and asked Lilly to work with the Journalism class to progress.

### Misuse of sanitary products

- Lilly advised that there was an issue with dispensers being emptied, which had a negative impact on people who needed these products. Dispensers will be filled and use monitored.
- The importance of having a student voice behind this was highlighted.

## 10 PRESCHOOL UPDATE

- Rowan noted that the preschool was going well, although Covid had impacted on staffing with almost all staff off over relatively short period of time.
- The only unresolved issue is lack of an easily accessed staff space. While preschool staff were encouraged to join Hagley staff, they would like their own space. health and safety

## 11 HEALTH AND SAFETY UPDATE

- Jenni advised that there was a lot of a good work in progress, with some aspects such as fire evacuation being redesigned. Staff were offered free flu vaccinations with 129 staff having subsequently been vaccinated.
- No major accidents to report.

## 12 MOVE TO PUBLIC EXCLUDED

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

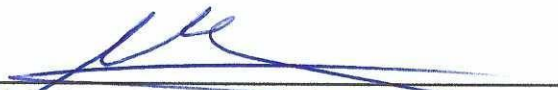
The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 ("LGOIMA") for the passing of this resolution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

- 7:30pm

### SIGNED AS A TRUE AND CORRECT RECORD

  
 Mel Morris, Presiding Member and Chair of the meeting

30/5/23  
 Date