

TE PUNA WAI O WAIPAPA – HAGLEY COLLEGE BOARD

Minutes of meeting held 29 August 2023 in Auripo 24

1. PRESENT:

- Melanie Morris (Chair), Paul Ballantine, Rowan Milburn, Charles Mullins, Zelda Yates, Philippa Weir, Suzanne Waters, Lily Anderson

1.1. IN ATTENDANCE:

- Jenni Holden, Jasmine Lambert, Hayden Shaw, Sherron Harrison (minutes)

2. APOLOGIES:

None

3. MEETING COMMENCEMENT:

- 5.45pm

4. MEETING HELD 25 July 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:

- None

4.2 Register of Interests

- Zelda Yates has advised that she has resigned from the Knights Stream School Board

5. Address by Michael Gilchrist – Head of Guidance (re 2024 staffing)

The employment of a Mental Health Worker and Social Worker as part of the Kahui Ako Cluster based at Te Puna Wai o Waipapa – Hagley College will cease in January 2024.

Key issues, connections and funding options are attached in a separate email.

Michael advised that the College is actively seeking sponsors to keep these roles within the Cluster, with the help of Evelyn Lawson (Waltham Community House).

Any further thoughts or ideas on funding options would be greatly appreciated:

- Contact with Leighton Evans – Rata Foundation
- Helena Francis – Wayne Francis Charitable Trust

Actions:			Completed/Progress
Dogs onsite within the College	Rowan	Rowan to gather together dog owners of the College staff that are known to be onsite for a further meeting to progress the removal of all dogs (with exception for special circumstances)	To be progressed in Term 4
School planning and reporting	Rowan/Paul/Melanie/Zelda	Action plan for progressing this planning and reporting by January 2024	Zelda has agreed to join this group/initial meeting to be progressed

6. PRESIDING MEMBERS:

- Melanie thanked the College for the merchandise presented to the Board members.

6. FINANCE REPORT:

- Paul explained that there was no update to the financial statements as an updated midstream forecast budget is still in review for the rest of 2023.
- Banked staffing and SUE Report are both stable for the middle of the term. MoE has advised this is the last year for Banked Staffing refunding for underused staffing.

7. SENIOR LEADERSHIP TEAM REPORTS:

- Health and Safety - Taken as read
- School roll – no changes
- Student Achievement – June successes, but will be reviewed again at the end of the year. Piloting Te Reo Level 1 standards – very good achievement success
- Staffing and Personnel:
 - Resignations accepted from Tracy Murphy, Learning Support Manager (6 October) and Penny de Jong, After 3 Ceramics Tutor (end of school year)
 - Chris Smith – approval to apply for Study Award for 2024 – Master Te Reo
 - Leave requests for 2024;
 - Lizzie MacDonald approved extension for 2024
 - Maria Pilkington – Part-time teacher – approved for 2024
 - Vince Leahy – part-time teacher – approved for 2024
 - Manpreet Kaur and Te Arohanui Mahuta – flexible working arrangements for 2024. Exact hours available will be advised when the 2024 Staffing Allocation from MoE is released at the end of September.

- Suhaylah Richards – 2nd year of application for flexible working arrangements – granted as extenuating circumstances for a 2nd year – exact hours will be advised when the 2024 Staffing Allocation from MoE is released at the end of September.
 - Beate Dix – Approved LWOP for 18 days in July/August 2024.
- Property and rebuild – no updates at present
- SLT Professional Learning and Development – taken as read
- Wellbeing, Attendance and Pastoral Care – taken as read
- School Events – taken as read
- Sub-Committees
 - Te Urungi – no meeting held
 - PreSchool Trust – taken as read
 - Policy Committee – policies for ratification:
 - Traumatic Incident and related procedures
 - Allocation of MU's and MMA's
 - Derived Income
 - Surrender and Retention or Property and Searches
 - Board Roles and Responsibilities
 - Principal Professional Growth Cycle
- All policies carried**

 - Student Representative Report – taken as read, Lily added some more explanation to her report.
 - Designated Character – taken as read

8. GENERAL BUSINESS:

- Student Representative – 4 candidates have come forward to offer themselves for the Student Representative position – voting 14 September.
- Year 10 Camp 2024 – Concerns over lack of toilets/shower facilities and access to clean water for drinking etc at the 2022 camp. Procedures have been put in place for this years' camp including extra toilets (Port a Loos – changed mid way through the camp week), delivery of extra water, outdoor solar showers and extra tent for changing. An early return option will also be added for weather/sanitation problems etc. A new venue will be looked at for 2024.

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: 7.35pm

SIGNED AS A TRUE AND CORRECT RECORD



Melanie Morris, Presiding Member and Chair of the Meeting

24/10/23

Date

Month	Board Meeting All Board members, Sherron and SLT Venue: Auripo	Finance Committee Paul (chair), Rowan, Mel, Casey, Zelda, + one other Venue: Auripo	Pre School Trust Tracy, Rowan, Suzy, Mel, Benita Venue: Rowan's office	Policy Committee Rowan, Suzanne, Phillipa, Zelda Venue: Rowan's office	Te Urungi Jasmine, Chantelle, Rowan, Zelda, whānau Māori and ākonga Māori Venue: Whare
September	Tues 10 th Oct – 5:45 Sept meeting due to holidays	Tues 10 th Oct – 5pm Sept meeting due to holidays	Tues 19 th Sept – 4pm	No Policy meeting	Thursday 21 st Sept – 4pm
October	Tues 31 st Oct – 5:45	Tues 31 st Oct – 5pm	Tues 24 th Oct – 4pm	Tues 24 th Oct – 5pm	Thurs 26 th Oct – 4pm
November	Tues 28 th Nov – 5:45	Tues 28 th Nov – 5pm	Tues 21 st Nov – 4pm	Tues 21 st Nov – 5pm	Thurs 23 rd Nov – 4pm