



**TE PUNA WAI O WAIPAPA – HAGLEY COLLEGE
BOARD**

Minutes of meeting held 26 March 2024 in Auripo 24

1. PRESENT:

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

1.1. IN ATTENDANCE:

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

2. APOLOGIES:

- Paolo Reid, Suzanne Waters

3. MEETING COMMENCEMENT:

- 6.00pm

MEETING HELD 27 February 2024

3.1 Approval of Minutes:

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

3.2 Matters Arising:

Actions:			Completed/Progress
Dogs onsite within the College	Rowan	Rowan to speak to certain departments then this may progress to Board	To be progressed in Term 2, 2024
Reference Letter for Lilly Anderson	Melanie	Melanie to write a reference letter for Lilly	Drafted but still needs to be sent
College flag	Rowan	Replacement of tatty NZ flag	

NZSTA Conference 2024	Members	Any members wishing to attend for 2024	Mel and Philippa still deciding
Board presentation	Rowan	To have different department each meeting to present to the Board	

Completed Actions:			
Soundbite from Mike Gilchrist to Zelda	Rowan		Completed – Mike G has resolved this matter
Preschool Trust member quorum	Rowan	To check with Trust Deed around quorum of the Committee	Completed – Zelda now on PreSchool Trust
Kahui Ako leadership	Rowan	Update on leadership from Term 2, 2024	Completed – Duncan to carry on until Term 3, 2024

4. REGISTER OF INTERESTS:

No changes.

5. CORRESPONDENCE:

None.

6. PRESIDING MEMBER:

- Zelda now transferred from Te Urungi to PreSchool Trust.

7. FINANCE REPORT:

- Finance Report taken as read.
- As at the end of February - \$65,000 deficit budget for 2024 [surplus of \$365, 069]
- New summary of deficit/surplus to be added to reporting with comparisons from previous year.
- Followup reporting for clarity.
- Banking Staffing – taken as read. Confirmed entitlement with increase of 0.1 FTTE.

8. SENIOR LEADERSHIP TEAM REPORTS:

- Health and Safety - Taken as read.
- Staffing and Personnel:
 - Staffing Vacancies:
 - Kaiako teacher for Terms 3 and 4, 2024 covering for Maternity Leave
 - Considering another Learning Support 0.5FTE teacher
 - Appointments:
 - Megan Weir – Learning Support/Literacy Teacher
 - An offer has been made for the Artistic Director position but awaiting salary assessment from MoE.
 - Staff Leave Applications:
 - Jon Crampton – Refreshment Leave for 2025 – **Approved**
 - Celia King – Refreshment Leave for most of Term 1, 2025 – **Approved**
 - Zoe Preston – LWOP for July-August 2024 – **Approved for 2 weeks only.**
 - Sandra Elliott – LWOP April 2024 for 8 days - **Approved**
- Property and rebuild – taken as read.
- SLT Professional Learning and Development – taken as read.
- School Events – taken as read. Upcoming EOTC trip to Gisborne in discussion stages.
- Sub-Committees
 - Te Urungi – taken as read.
 - PreSchool Trust – taken as read.
 - Policy Committee – Conflict of Interest Policy – **Approved/Carried.**
Schooldocs - review has been open for 6 weeks. Further policies to Board at next meeting.
Cellphone Policy – feedback on consultation has been collated. The College have amended the policy with consultation from ERO, MoE and NZSTA. The Board will likely need to make a statement on the College’s view of this policy. New implementation of the Cellphone Policy will come into effect from the first day of Term 2, 2024.
- Designated Character – taken as read. Approval for student numbers for 2025. Year 9 – 150 students for 2025. Open Evening scheduled for 29 May 2024. Maximum role for 2025 is expected to be 1400 students. **Approved/Carried**
- HALC Report – taken as read
- Invitation to College departments to present at Board meeting (10 minutes at beginning of meeting). **Action Point: Rowan to organise first department presentation.**
- NCEA Results: Hayden spoke to the Board about 2023 results received from NCEA.
 - Overall Level 1 – mahi has been done and results are improving
 - Overall Level 2 – this is the most concerning area
 - Overall Level 3 – slightly down on previous year
 - University Entrance rates are good
 - Māori Achievement: - Level 1 – Year 11 – up on par with schoolwide performance
 - Level 2 – Year 11 – concerning between Māori and other school students
 - Level 3 – Year 11 – reasonable increase through the school

NCEA and Attendance – data shows that attendance is up and achievement has followed this trend

Comparison with 2019 results (before Covid)

- Level 1 – 3 – Year 11 – all received pass mark and attendance was good

2023 School Leavers Data:

- 80% of leavers achieved at least Level 1
- 68% of leavers achieved at least Level 2
- 40% of leavers achieved at least Level 3
- 28% of leavers achieved at least UE

9. STUDENT REPORT:

- None

10. STAFF REPRESENTATIVE REPORT:

- Standdowns and Suspensions to 26 March 2023
 - Standdowns – 9
 - Suspensions - 2

11. GENERAL BUSINESS:

- Melanie is an apology for the next Board Meeting (30 April), Paul will become the Chair for this meeting.

12. MEETING CLOSURE: 6.52pm

SIGNED AS A TRUE AND CORRECT RECORD

Paul Ballantine, (Acting) Presiding Member and Chair of the Meeting

Date