

TE PUNA WAI O WAIPAPA – HAGLEY COLLEGE BOARD

Minutes of meeting held 30 June 2026 in Auripo 24

1. PRESENT:

- Mel Morris, Rowan Milburn, Amy Shipley, Trevor Campbell, George Blackmore, Kat Anderson, James Howey, Charles Mullins

1.1 IN ATTENDANCE:

- Sherron Harrison (Minutes)
- Nadene Brouwer

2. APOLOGIES:

- Phillipa Weir

3. MEETING COMMENCEMENT:

- 5.45pm

4 REGISTER OF INTERESTS:

- No changes

5. Approval of Minutes:

Moved by the Chair that the minutes from the Board meeting on 26 May 2026 be approved as a true and correct record. **Approved : Presiding Member – Mel Carried**

6. Matters Arising:

Actions			Process
Resend Part Time Grant Reduction to Ombudsman	Board Secretary	Resend letter that was sent to Auditor General to Ombudsman	Letter(s) sent to Ombudsman 27 May – replies received attached
OIA Request – Trustee use of personal devices	Board Secretary	Followup to get all Board Members to Hagley.school email addresses	ICT request issued. IT to attend July meeting to make sure access is available to all BOT members

Mid Term Elections	Board Secretary	Keep an eye on communications mid term elections for 31 March 2027	
Leave Committee	Board	Committee to be formed to assess leave applications before being presented to Board Meetings	
Attendance data	SLT/Hayden	Subject wise attendance data	
Access to year advisors	Kat	How do students reach their year advisors if they are either busy, working, or otherwise unavailable	Kat to talk to Year Advisor team to discuss
School Vision goals	Rowan/SLT	SLT to canvas students on their school vision goals	

Decisions to be concluded:

Actions			
Opt into Donations Scheme	Board	Continuation of scheme	Approved

Completed Actions:

Actions			Completed
School Vision	Board	Further meeting to discuss school vision	Completed
AI Workshop	Board members	AI Governance and Risk Management for School Leaders – 15 June	Completed – Amy to distribute info for next meeting
Principal JD	Mel/Committee	Annual review of Principal JD	May need updated wording - Completed
Staff Wellbeing Check	Rowan	Followup from Workplace Survey	Rowan to attend Leaders meeting/morning tea and gauge the 'temperature' of the staff
Staff wellbeing	Kat	Report to BOT on staff wellbeing at each meeting	To be included in Rowan's checks

7. CORRESPONDENCE:

Out: Letter to Ombudsman – re Part Time Grant Student Grant Funding

In: Replies from the Office of the Ombudsman

NZQA - MNA – Leaflet, Letter to BOT, Final Assessment

- External moderation – (need for double checking)
- Streamlined entrance to exam area
- Thank you to staff during this process , BOT are delighted with the outcome
- Result of Assessment means that the next audit has been extended

• **8. PRESIDING MEMBER:**

- N/a

9. FINANCE REPORT:

Approval of Minutes:

Moved by the Presiding Member that the Finance Committee minutes from the Board meeting on 26 May 2026 be approved as a true and correct record.

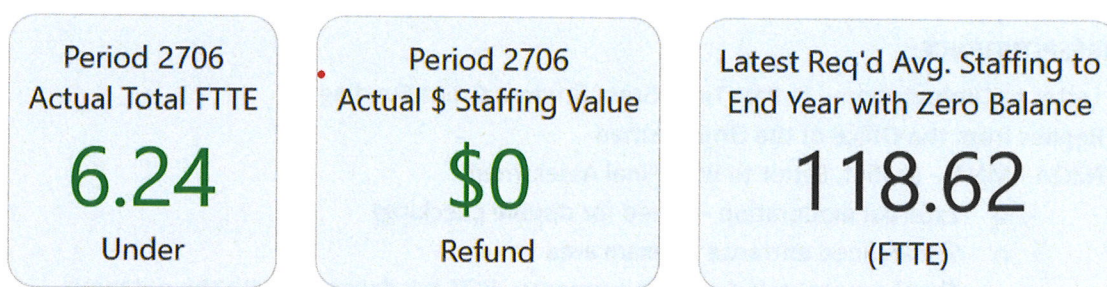
- Auditor's Report to Board of Trustees – Annual Report – good result. Thank you to Casey, Dylan and Pauline for this excellent result.

Moved by the Presiding Member – Mel ; Seconded – Trevor; Carried

- **Revenue: (overall 42% at the end of May 2026)**
- Government Grants (including MOE Grants and other Government Grants) \$1,943,750, (2026) \$2,015,563 (2025)
- Locally Raised Funds: including Material Fees, Cafe Trading – deficit, and Local Funds Income 98%.
- Local Funds Income at 95%
- Other revenue includes MOE teaches salaries, use of MOE Land and Buildings and property expenses funded by MOE.
- **Expenditure (overall 35% at the end of May 2026)**
- Administration Costs have used 40% of the budget (includes College Effectiveness and Board of Trustees)
- Property costs at 30% of budget
- Learning Resources (including Hagley Learning Centre, ICT, Learning Communities, Student Learning, Staff Wellbeing, Personnel) is at 35% of budget
- International Students Expenses of \$5706 reflects to the secondary school membership of School International Education Business Association, marketing and international accommodation levy expenses.

Uncommitted Funds estimated \$2.427 million at the end of the year.

Banking Staffing:



Staffing Usage and Entitlement report : SUE report – Pay Period 202705 - \$653,372

And Pay Period: 202706 – \$659,453

These amounts reflect support staff receiving the final payment of their increase as per collective agreements.

10. SENIOR LEADERSHIP TEAM REPORTS:

- **Health and Safety** – Incidents: Students: 2 minor, 7 moderate (laceration; head injury x 3, medical x 2).
- School Vision – goals, full part of vision would not be achieved, SLT to speak to students and wellbeing, July meeting pitch goals to BOT – **Action Point: Rowan to canvas student**
- **EOTC:** (1) ELL picnic to Rangiora – 110 students (Weds 1 July)
(2) 13 Philosophy to Council offices – 3 students (Weds 1 July)
- Morning tea for staff for Friday 3 July – part paid for from Manu Korero donation

Student Achievement – taken as read

- Board would like to know if they could get attendance data on individual subjects **Action Point: Ask SLT if this is possible with current data**

School Roll – Total FTE – (May 2026) 1333 (Feb 2026) 1408.4 (Nov 2025) 1229.4

Staffing and Personnel

Resignations:

Ivan Andrews – Social Sciences (3.5 years)

Bernie Frankpitt – Maths (16 years)

Nataliya Oryshchuk – Performing Arts – Theatre Production and Marketing (4 months)

Appointments:

Mia Anderson – Social Sciences FT

Staffing vacancies (currently advertised):

Philosophy teacher – up to 17 hours per week

Educational Interpreter – Deaf student – 10 hours per week

Homework Centre – Secondary Tutor – 5 hours per week

After 3 Te Reo Beginners Tutor – 3 hours per week

Staff Leave (applications)

N/a

Staffing for 2027 (Application):

Vicki Dixon – FWA for 2027- step down from HOD Practical Design and reduction of hours - **Approved**

- **Property and rebuild** – taken as read
- **SLT Professional Learning and Development** – taken as read.

- 1.1 **Wellbeing, Attendance and Pastoral Care** – Stand down statistics for June – 6 stand downs and one suspension resulting in exclusion. Seeing an up spike in student assaults. 3 of the 6 stand downs, one for alcohol possession, one verbal abuse of staff member and one for harmful example – taken as read
Alternative Education: We currently have 12 students engaged in AE. One Yr 9 application is waiting for approval.

- Yr 9 =0
- Yr 10=5
- Yr 11=6
- Yr 12 =1

All students are reported as being well-engaged and settled into their programmes.

Attendance – STAR attendance for Term 2 is going well with weekly summaries of students hitting the thresholds of attendance and Trent and other staff are working hard to initiate relevant interventions as early as possible. Generally feeling would be that term 2 has seen a reduction in the percentage of students attending 90-100%. Our goal was to increase regular attendance by 5% from last year. We will wait for the end of Term 2 MoE data to see how that is tracking.

- **School Events** - taken as read
- **Sub-Committees:**
- Te Urungi – no meeting
- PreSchool Trust – Taken as read.
- **Designated Character** – Continuing with compassionate enrolments.

11. STUDENT REPORT:

- How do students complain/inform/access their year advisor? **Action Point: feedback to Megan and Year Advisor team – suggestions – a roster advertised on the Daily Notices, ‘tile’ on the portal? - Kat**

12. STAFF REPRESENTATIVE REPORT:

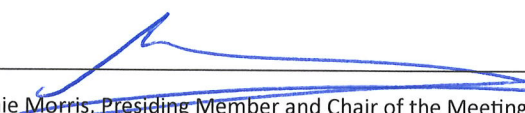
- Manu Korero – excellent showcase of the College – all events ran well and on-time. The College had a third placing with Casey Reynolds in Te Puāwaitanga Senior Māori development section.
- Climate Campus trip on 16 June – 72% attendance - great day had by all and no issues with students

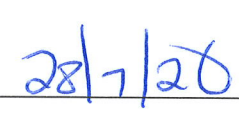
13. GENERAL BUSINESS:

- Mental Health Nurse – 3 days per week – between Ao Tawhiti and Te Puna Wai o Waipapa – Hagley College approved with a grant from Waipapa Trust who have obtained funding from Wayne Francis Trust for \$70k for this year and \$90k for next three years. Advertising in progress.
- Jasmine ran a very successful event – Manu Korero – she was acknowledged at the event and the College and BOT would also like to pass on their congratulations and thanks to Jasmine for all her hard mahi in getting this event recognised and back to the College campus.
- Rowan's JD may need updates - contract check – but otherwise all PLD and professional learnings are being followed in conjunction with the Principal's Collective Agreement.
- BoardPro – Premium package approved by the BOT in principle – following Amy's suggestion from her AI seminar on checking with Boardpro around various security and privacy elements.
- International Student data – taken as read
- AI seminar - Amy - the College have an AI Policy in SchoolDocs, she will report to the next Board meeting on suggestions from her training
- Returning Officer for Student Election – 3 September – Sherron Harrison - Approved

MEETING CLOSURE: 7.40pm

SIGNED AS A TRUE AND CORRECT RECORD


Melanie Morris, Presiding Member and Chair of the Meeting


Date

Te Puna Wai o Waipapa – Hagley College Board Meeting Dates - 2026

Month	Board Meeting All Board members, Sherron and SLT Venue: Auripo 24	Finance Committee Trevor (chair), Rowan, Mel, Casey, Charles, Amy Venue: Auripo 24	Pre School Trust Tracy, Rowan, Elvina, Mel, Benita Venue: Rowan's office
July	Tues 28 th July – 5:45pm	Tues 28 th July – 5pm	Tues 21 st July – 4pm
August	Tues 25 th Aug – 5:45pm	Tues 25 th Aug – 5pm	Tues 18 th Aug – 4pm
September	Tues 22 nd Sept – 5:45pm	Tues 22 nd Sep – 5pm	Tues 15 th Sept – 4pm
October	Tues 27 th Oct – 5:45pm	Tues 27 th Oct – 5pm	Tues 20 st Oct – 4pm
November	Tues 24 th Nov – 5:45pm	Tues 24 th Nov – 5pm	Tues 17 th Nov – 4pm