

TE PUNA WAI O WAIPAPA – HAGLEY COLLEGE BOARD

Minutes of meeting held 28 July 2026 in Auripo 24

1. PRESENT:

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

1.1 IN ATTENDANCE:

- Sherron Harrison (Minutes)
- Hayden Shaw

2. APOLOGIES:

- Charles Mullins

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 30 June 2026 be approved as a true and correct record. **Approved : Presiding Member – Mel Carried**

6. Matters Arising:

Actions			Process
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	

School Vision goals	Rowan/SLT	SLT to canvas students on their school vision goals	ongoing
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Decisions to be concluded:

Actions			
N/a			

Completed Actions:

Actions			Completed
Resend Part Time Grant Reduction to Ombudsman	Board Secretary	Resend letter that was sent to Auditor General to Ombudsman	Completed – received replies from Ombudsman and MOE
Attendance data	SLT/Hayden	Subject wise attendance data	Completed
Access to year advisors	Kat	How do students reach their year advisors if they are either busy, working, or otherwise unavailable	Completed
OIA Request – Trustee use of personal devices	Board Secretary	Followup to get all Board Members to Hagley.school email addresses	ICT request issued. Board PRO to be engaged as email access will be within this application - Completed

7. CORRESPONDENCE:

- **In:** Central Assurance School Audit findings – noted and reviewed by the Board – no findings
- Ombudsmen Reply (re Part Time Funding Grant)
- MoE Response to Part-time Funding Grant – all six points intimated by the MoE were pursued by Rowan but no progress was made on any of these points.

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 30 June 2026 be approved as a true and correct record.

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

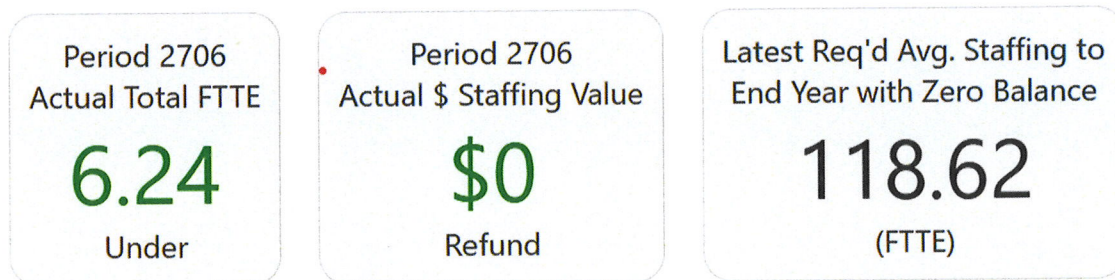
- **Revenue: (overall 52% at the end of June 2026)**
- Government Grants (including MOE Grants and other Government Grants) \$2,320,540, (2026) \$2,415,105 (2025)
- Locally Raised Funds: including Material Fees, Cafe Trading – deficit, and Local Funds Income 101%.
- Local Funds Income at 97%
- Other revenue includes MOE teaches salaries, use of MOE Land and Buildings and property expenses funded by MOE.

- **Expenditure (overall 45% at the end of June 2026)**
- Administration Costs have used 56% of the budget (includes College Effectiveness and Board of Trustees)
- Property costs at 37% of budget
- Learning Resources (including Hagley Learning Centre, ICT, Learning Communities, Student Learning, Staff Wellbeing, Personnel) is at 46% of budget
- International Students Expenses of \$5706 [143%] of anticipated budget.

Uncommitted Funds estimated \$2.510 million at the end of the year, this estimate relies on the BOT approved budget and will alter if revenue or expenditure targets are not met.

- Café made a profit for June 2026

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, (sprain, assault), 1 moderate (hard materials accident).
- **EOTC:** (1) School Formal (Sat 8 August)
(2) School Ski Trip to Mt Hutt (Weds 19 August)
(3) 12OED and 13OEX – climbing
(4) 11OED Orienteering

Student Achievement – taken as read – Hayden discussed the results with the Board

School Roll – Total FTE – (Jun 2026) 1333, (May 2026) 1348.8, (Feb 2026) 1408.4 (Nov 2025) 1229.4

Staffing and Personnel

Resignations:

Leanne Buchan from her full-time Counselling role in 2027 – 10 years
Vladimir Kushnir – Cleaner – 17.5 years
Nebila Hasham – Diversity Services – Tutor – 3 months
Prathiba Thiruthuvaraji – Diversity Services – Tutor – 1 month

Appointments:

Ken Stone – Tai Chi tutor
Michael O' Callaghan – Social Sciences Teacher
Cody Smith – After 3 – Te Reo Beginners

Staffing vacancies (currently advertised):

Homework Centre Tutor – 5 hours per week
Theatre Production and Marketing Co-Ordinator – 10 hours per week
Social Worker – 4 days between Te Puna Wai o Waipapa and Ao Tawhiti
Educational Interpreter for Deaf Student – 10 hours per week

Staff Leave (applications)

Fiona Brownlie – Refreshment Leave for 2027 – Drama Teacher – **Approved**
Andy Gorton – reduce to two days a week from 2027 – FWA - **Approved**

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

Wellbeing, Attendance and Pastoral Care

- Stand down statistics for comparison between 2026 and 25 - taken as read
- Provisional attendance – only dropped by 4% from beginning of year
- Attendance Auditor – Catchup College, Adults students charging

Alternative Education – taken as read.

- **School Events** - taken as read
- **Sub-Committees:**
 - Te Urungi – taken as read
 - PreSchool Trust – Taken as read.
 - **Designated Character** – Continuing with compassionate enrolments.

11. STUDENT REPORT:

N/a

12. STAFF REPRESENTATIVE REPORT:

N/a

13. GENERAL BUSINESS:

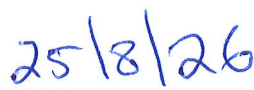
- July roll return – 1314 students
- Amy presented her draft workplan – open for discussion – feedback welcomed.
 - Contact made with contact Tom Scollard (Governance and Management Consultant), he will attend August BOT meeting and a separate meeting on 19 September to continue the review.
 - Delegations Register – to be updated
 - Boardpro – to be further pursued with training – August workplan

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
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