

<b>HASTINGS GIRLS' HIGH SCHOOL – NGĀ RAU HUIA O ĀKINA</b>				
Date:	Wednesday 26 June 2024			
Time:	5:18pm - 7.49pm			
Location:	HGHS Principals Office			
<b>Agenda</b>				
<b>1. Meeting opening</b>	<b>Minutes</b>	<b>Motion</b>	<b>Person Responsible</b>	<b>Seconded By</b>
1.1. Karakia	E te kaihanga Arahia mātou ki te whai i ngā huarahi o te tika, o te whakapono, o te tumanako me te aroha Ākina i a mātou kia whai i te mātauranga Ākina i a mātou ki te whai i te māramatanga Kia rere tika ngā Huia ki te panekiretanga Ko te poutokomanawa, ko te tuakiri Ko te whenua, te tūrangawaewae Aroha atu, aroha mai, tātou i a tātou katoa, Ākina, tukua!			
1.2. Present	Jo Husband (Chair), Monique Goodson, Amy O'Connor, Moirā Fomai, Sony Lyndon (Secretary), Catherine Bentley, Amataga Iuli, Jesamine Te Huia			
1.3. Apologies	Tahatera Apatu			
1.4. Declaration of interests	Catherines daughter Niamh is working at HGHS for the next two weeks.			
<b>2. For Discussion</b>	<b>Minutes</b>	<b>Motion</b>	<b>Person Responsible</b>	<b>Seconded By</b>
2.1 Health & Safety	Jo will remind Christian to provide a Health and Safety update each month for the next Board meeting.			
2.2 Policies for review	Monique will send the policies out in the pānui every month to parents and staff.			

3. For Approval	Minutes	Motion	Person Responsible	Seconded By
3.1 Minutes of the previous meeting [May 2024] - See below		Move that the minutes from the May meeting are accepted.	Jo Husband	Catherine Bentley
3.2 Correspondence				
3.2.1 Inwards	No correspondence was send in this period.			
3.2.2 Outwards	No correspondence was send in this period.			
3.3 Finance Report	<p>Please find attached a copy of the audited financial statements for 2023 and accompanying Management letter, along with the Governance Report for April 2024. The Board considered the suggestions from the auditor and agreed that the monthly Payroll meetings will be minuted going for. The Board agreed that we would continue to use the preferred suppliers listed by the MOE, unless we have a better financial option from another supplier, as this would be in the best interests of the school. The schools 2024 budget is on track having has spent 35% of what was budgeted. The "Items of Significance" were licensing and copy rights as these were missed and have now been added to the budget, wages for property staff were the incorrect amount and the international travel college invoice was incorrectly entered. Sports have a budget which is divided up over the different sports codes. Bank Staffing is a mess and it continues to be, which means that we will likely go over budget. We are lucky that we have amazing relievers that love working here.</p>	Move that the Finance Report be accepted.	Amy O'Connor	Jesamine Te Huia

<p>3.4 Principals Report - See below, taken as read</p>	<p>It is a very tricky time with the new government, for example bus costs have gone up. We have to be careful to remain fair to all our students when considering supporting families with the rising cost of transporting children to school. It is likely that the transit buses will be pulled and students will have to start using the Council Go Buses. We are not a special character school, so our students need to pay for buses. Fortunately our Te Whai and Te Ao Haka students can apply to be refunded for their bus fees. Jesamine reminded the Board that 3 years ago she came into the school to suggest that the school should be move over to the Go Buses. Moira asked the Board to consider finding the funds to cover the cost of a bus from Flaxmere, however, Transit have said that they will not run the bus whether we pay for it or not. Catherine is helping a local group campaign to get the \$3 for the Lunches in Schools programme rather than ordering food from a central location. In support of that Catherine has email both David Seymour and Chris Hipkins for a meeting. We are trying to get another primary school to make lunches for, as this will help reduce our costs so that we can provide a cheaper alternative for our students. Jesamine asked if we could ask students what they want in their tuck shop.</p>	<p>Move that the Principals Report be accepted.</p>	<p>Catherine Bentley</p>	<p>Jo MacDonald</p>
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<p>Te Kanorautanga (Learners are achieving excellent and equitable educational Outcomes) - Shaping Teacher Capacity - Curriculum enrichment - Strengthening structures and Systems</p>	<p>During Term One, we focused on implementing new systems aimed at enhancing support for both students and staff, with the overarching goal of elevating our school-wide expectations. The introduction of processes concerning cellphones, uniform compliance, and punctuality has shown positive outcomes so far. We have observed improved support for staff and clearer understanding of expectations among students. Our next strategic initiative involves the implementation of a classroom kawa framework across the kura. While specific details may vary between junior and senior classes, the core objective remains consistent: to elevate academic standards and foster an optimal learning environment. We aim to finalise and implement this framework at the start of next term.</p> <p>In alignment with our commitment to supporting Pasifika students, we have launched homework clubs specifically tailored for this student group. Commencing this week, these clubs are designed to bolster literacy and numeracy skills among Pasifika students. This initiative has received enthusiastic participation from our staff, including both teachers and teacher aides who have opted to contribute to this project. We have received a resignation from Lorna Hwang. Lorna has made the decision to move back to the primary sector and has accepted a Middle Leadership role at Tamatea Intermediate, starting term 3.</p>			
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<p>Te Tuakiritanga (Learners and whānau tell us they see and feel their identity, language and culture on a daily basis) - collaborative community partnerships - enhancing Ākina coach capacity - Strengthening Relationships with Whānau</p>	<p>During Term 2, our school has enthusiastically embraced numerous opportunities to come together and celebrate culture and identity. Just two years ago, our school calendar lacked such occasions, but now it is filled with a diverse range of experiences that cater to all types of ākonga (learners). Events such as House Concerts, inter-House Sports competitions, Samoan Language Week, International Language Week, Pride Week, and Fiafia are just a few examples of the many opportunities we provide for our community to connect and celebrate our diverse identities.</p> <p>As you are aware, recent changes in government policy have significantly impacted the landscape of education. These include revisions to attendance reporting and proposed consequences for students and schools with low attendance rates, as well as mandated models for teaching literacy and numeracy under the "science of teaching" framework likely to be implemented nationwide. Starting next year, our Lunch in Schools program will be greatly affected. While we are actively exploring alternative solutions, we anticipate being unable to maintain the current standard of lunches. To mitigate this, we plan to open a tuck shop on site, with profits supporting curriculum and extracurricular activities.</p> <p>Additionally, we recently met with the Ministry of Education (MOE), who informed us of substantial reductions in MOE-funded buses across Hawke's Bay. This change will particularly impact our Havelock and Flaxmere students, who will now need to use public transport. The Waipawa bus service will continue, albeit with increased costs from next term onwards. Currently,</p>			
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	<p>the Board subsidizes the Flaxmere and Waipawa services. On a positive note, students enrolled in our Level 2 Māori hubs are now eligible for free transport, reflecting our commitment to supporting educational equity and access.</p> <p>Last year, the Board of Trustees approved funding for us to undertake a thorough market research project. Our purpose was to find out how we are perceived in the wider community and, in turn, use this information as a scaffold for further improvement with the longer-term goal of increasing student numbers by 100. This initiative underscores our commitment to strategic planning and ensuring that our school remains responsive to the needs and perceptions of our community. The completed project was very thorough with many highlights for us to celebrate, however the purpose for us was always to focus on further improvement. The senior leadership team has dedicated significant effort to thoroughly analyse the data and synthesize trends falling under four main categories: Communication (Marketing and Branding), Sports, Academic Enrichment, and Strengthening of Pastoral Care. We have already made progress in the latter, as mentioned earlier in this report. The senior leadership team has drafted a comprehensive plan of action to address all of these aspects, which requires a considerable financial investment from the Board. Please find attached a detailed proposal and budget request for this project.</p>			
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Kaitiakitanga (Learners as guardians of our past, present and future) - Building Leadership Capacity, Establishing a Hub based Junior Curriculum	The Education Review Office (ERO) has confirmed their visit dates. They will be conducting their review during week one of term three. Their scheduled meeting with the Board of Trustees (BOT) will coincide with our usual monthly meeting time. Concurrently, Evelyn is leading a mini-review of our current hub structure to ensure it aligns optimally with our students' needs and represents the most efficient use of staffing resources.			
3.5 Preferred School Proposal	Catherine has been speaking to Steven at Education Services and he has started to question why the school has so much money in the bank. Schools are funded for the students they have. We should keep a reserve in the bank but we have too much. We need to support the students that we have. The school has changed but our reputation is not good, we need to change the perception in the school. Marketing Approach, International, Alumni and Sport with staff resource going to an additional member not to be used within the existing staffing.	Move that the Preferred School Proposal be accepted, with the exception of the Academic Extension Programme.	Catherine Bentley	Jo Husband
In-Committee	J Husband moved that the meeting go In Committee at 7.17pm and that that the public be excluded under Section 48 of the Local Government Official Information and Meetings Act 1987 because the Board wishes to discuss personnel or financially sensitive matters and for reasons that discussion of these matters in public would infringe the privacy of a natural person under Section 9(2)(a) of the Official Information Act 1982.		Jo Husband	
In-Committee	J Husband moved that the meeting go out of Committee at 7.42pm.		Jo Husband	

4. General Business	Minutes	Motion	Person Responsible	Seconded By
	Jesamine raised a concern over the number of Māori students coming to the Board due to suspension. There was general conversation. This will be an agenda item added to the next meeting.			
<b>5. Meeting closure</b>	There being no further business, the meeting closed at 7.49pm. The next Board meeting to be held Wednesday 24 July 2024 at 5.15pm, this meeting with be with ERO.			