

<b>HASTINGS GIRLS' HIGH SCHOOL – NGĀ RAU HUIA O ĀKINA</b>				
Date:	Wednesday 20 March 2024			
Time:	5:00pm - 5.45pm			
Location:	HGHS – NRHoĀ Principals Office			
<b>Agenda</b>	<b>Minutes</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), Catherine Bentley (Principal), Jesamine Te Huia, Monique Goodson, Amataga Iuli, Amy O'Connor, Tahatera Apatu, Moira Fomai			
1.3. Apologies	None			
1.4. Declaration of interests	None			
<b>2. For Discussion</b>	<b>Minutes</b>	<b>Motion</b>	<b>Person Responsible</b>	<b>Seconded By</b>
2.1 Health & Safety	Meeting not yet held for the first quarter. A report will be provided to the Board, after the first meeting is held.		Amataga Iuli	
<b>3. For Approval</b>	<b>Minutes</b>	<b>Motion</b>	<b>Person Responsible</b>	<b>Seconded By</b>
3.1 Minutes of the previous meeting	February 2024	Move that the minutes from the February meeting are accepted.	Jo Husband	Moira Fomai
3.2 Correspondence	Please find attached a copy of a leave request from Holly MacDonald. The Board discussed how the leave is paid. The cost to the school is relief. Holly had booked the leave prior to her employment at HGHS therefore the Board agree to approve her leave.	Move that Holly MacDonalds leave is approved	Catherine Bentley	Monique Goodson
3.2.1 Inwards	No correspondence was received 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 January Governance report. During January there is not a lot transactions. We have received 10% and spent 7% of what we budgeted. Items of significance were Teachers salary from ops grant, this is coding error. Juliet is going to ask EdServices to move it to the correct cost code. Larger items of interest were the new turf, archgola and ovens, which were purchase from the lunch in schools cost code, which wasn't in the budgeted for but approved by the Board at the end of 2023. The Board discussed the reduction on funding for lunches. We are fortunate that although we have slightly reduced in funding, as we prepare our lunches on site we are able to absorb that cost.</p>	Move that the Finance Report be accepted.	Amy O'Connor	Jesamine Te Huia
3.4 Principals Report - See below, taken as read	<p>The Board discussed how they are looking forward to strengthening the relationship with HBHS when the new Head Master starts. Catherine has spoken to the MOE regarding Lunches in Schools. There is a possibility that David Seymour may come for a visit to see and hear from us regarding Lunches in Schools. If he comes we will not be advertising the visit for safety reasons, and to ensure that we have the chance for him to hear us without the disruption of any protests.</p>	Move that the Principals Report be accepted.	Catherine Bentley	Amataga luli
Te Kanorautanga (Learners are achieving excellent and equitable educational Outcomes) - Shaping Teacher Capacity - Curriculum enrichment - Strengthening structures and Systems	<p>Our new late process, uniform process and cell phone policy are having positive outcomes. The number of late students has decreased by over 60% in the 3 weeks it has been operating. Whānau are now actively engaging with us if their student is going to be late for just purposes. The standard of uniform has improved dramatically, and likewise the number of students in incorrect uniform sits at less than 5 per day. The MOE are still working through the initial planning stages of our performing arts building project. At this stage should they proceed, they would be unable to fund two parts of the planned work ; external access and decks, extra storage space for instruments etc. Having reviewed the current plans, we believe the external access is a 'nice to have, rather than essential' however the extra storage would be essential. This would be a small space 4x4 approximately and would need to be Board funded. I ask that the Board agree in principle to fund this small extension.</p>	Move that we approve in principal the small extension when we get to that point.	Catherine Bentley	Jo Husband

<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>Senior Reporting Evening was a great success with great numbers in attendance. We kept the event more informal, in the hope that whānau would feel more welcome and comfortable, this was certainly the case. Summer tournament is currently underway with teams representing us in basketball, volleyball and waka ama. I travelled to Rotorua on Monday to watch our girls compete in waka ama for the first time in 11 years. Our lunch in schools facilities upgrade has been completed last week and is looking awesome. The new layout is certainly functioning well. Last week, two groups of students worked at HOTY as a fundraising opportunity. Over the course of the week they raised over \$5,500 to go towards their class and sports events. With both huge house events completed (Swimming Sports and Athletics) we were thrilled to see a large increase in attendance at these special events.</p>			
<p>Kaitiakitanga (Learners as guardians of our past, present and future) - Building Leadership Capacity, Establishing a Hub based Junior Curriculum</p>	<p>We are continuing to refine our curriculum. Our PLD schedule has been shaped in a way which best supports the needs of our staff. The attached document is a working document for terms 1 and 2. Our 1-2-1 meetings are well underway. There is increased pressure in the leadership team at the moment, in particular myself as I am covering Emma Jensen's job as well. When staff take leave as per the collective under the sports clause, it has a really negative impact on the whole school. the upside is that because Catherine has been acting DP Pastoral there have been some improvements to the school pastoral processes. The Board discussed whether this request should be approved again in the future. The Board agreed to review the leave policy at the next meeting.</p>			
<p>3.5 Policies for review</p>	<p>Jo pointed out the attached schedule and ask the Board members to be familiar with it. Monique had added it to the pānui and checked that there was no feedback from our school community. Catherine is preparing a letter regarding where we are at with the TTTW to be uploaded to the MOE. Catherine is to circulate the finished letter to the Board for Jo to sign.</p>		<p>Jo Husband</p>	
<p>3.10 Review of Board workplan and agenda</p>	<p>Jo has received a template from NZSTA that the Board can use. Jo will circulate this to the Board members before the end of the week.</p>		<p>Jo Husband</p>	
<p>3.14 Analysis of Variance</p>	<p>Please find attached a copy of the 2023 Analysis of Variance. This is a long document and will need to be read prior to the meeting.</p>	<p>Move that the Analysis of Variance be accepted</p>	<p>Catherine Bentley</p>	<p>Jo Husband</p>

4. General Business	Minutes	Motion	Person Responsible	Seconded By
	<p>The following Kahui Ako dates for Board training have been confirmed; May 8, July 30 and October 21. The sessions are with Kauwaka with a focus on improving our understanding of Te Tiriti o Waitangi, from a Board perspective. They run from 5.30 - 7pm. Further information will be shared closer to each date. Jo and Amy can not attend the 21 October meeting. Sonya to send invites to the Board. There is a Pasifika Fono between 5pm - 6.30pm in the staffroom. Moira and Amataga are going to attend.</p>		Catherine Bentley	
	<p>Tahatera shared with the Board that the Year 12 &amp; 13 students loved their ice cream treat.</p>		Tahatera Apatu	
5. Meeting closure	Minutes	Motion	Person Responsible	Seconded By
	<p>There being no further business, the meeting closed at 6.06pm. The next Board meeting to be held Wednesday 1 May 2024 at 5.15pm.</p>		Sonya Lyndon	
Closing karakia	<p>Kia tau Kia tātou katoa Te atawhai o tō tātou Ariki o Ihu Karaiti Me te aroha o te Atua Me te whiwhinga tahitanga ki te wairua tapu Ake, ake, ake Āmine</p>			