

HASTINGS GIRLS' HIGH SCHOOL – NGĀ RAU HUIA O ĀKINA				
Date:	Wednesday 22 May 2024			
Time:	5:24pm - 6.06pm			
Location:	HGHS Principals Office			
Agenda				
1. Meeting opening	Minutes	Motion	Person Responsible	Seconded By
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, Maira Fomai, Christian Pera (Acting Principal), Sony Lyndon (Secretary)			
1.3. Apologies	Catherine Bentley, Tahatera Apatu, Amataga Iuli, Jesamine Te Huia, Evelyn Leef			
1.4. Declaration of interests	None			

2. For Discussion	Minutes	Motion	Person Responsible	Seconded By
2.1 Health & Safety	The first meeting of the year was held, where the priorities for the year were set, these being staff wellbeing and ensuring that the policies are all support adequate procedures. Focus will be given to staff training to ensure a consistent routine of delivery/refreshers. The school has completed its first full rotation of training as per the cyclical calendar of activities. The committee have been receiving requests for things that are related to Health and Safety, however, it does not have its own budget and therefore the Health and Safety Committee have to come to the Board to ask for funds. Christian asked if the Health and Safety could have a budget allocated to them in 2025. The Board agreed and ask Christian to keep a record of the actual/forecast costs for this year, so that it can be discussed and included in the budget for next year. The Board agreed that the budget would have spending criteria assigned to it.	Move that the Health & Safety update is accepted.	Christian Pera	Jo Husband
2.2 5YA Project 227459 – Boiler Decommissioning and Heating System Installation	Working within the existing 5YA budget, our School Property Advisor from the MOE recommend recommissioning the boiler and installing air con units for the warmest rooms in summer, as the quotes that came back for a new heating and cooling system were well above our projects budget.		Christian Pera	
3. For Approval	Minutes	Motion	Person Responsible	Seconded By
3.1 Minutes of the previous meeting [February 2024] - See below		Move that the minutes from the March meeting are accepted.	Jo Husband	Monique Goodson
3.2 Correspondence			Sonya Lyndon	
3.2.1 Inwards				

NZCBA trip	Request for Board support from Simon Schofield. There are other funding streams available, as this would set a precedent for others which the Board could not sustain. The Board declined to help to fund this trip.	Sonya to respond to Simon Schofield to let him know the outcome of his request for support.	Jo Husband	
3.2.2 Outwards	No correspondence was send in this period.			
3.3 Finance Report	We have received 30% of our budgeted income for the year. We have spent 25% budgeted for the year. The items of significance were: The Hub nohos at the beginning of the year were budgeted at \$5000 and but cost \$8000. This was due to the venue being too small for the number of students, with the solution being to hire a marque. Teachers' salaries and sports uniforms were also items of significance but nothing out of the ordinary. There was general conversation about the need to unsure that sports uniforms come back as the Board were disappointed to learn that we have lost a lot. Sonya will investigate the situation and report back to the Board.	Move that the Finance Report be accepted.	Amy O'Connor	Moira Fomai
3.4 Principals Report - See below, taken as read		Move that the Principals Report be accepted.	Christian Pera	Jo Husband

<p>Te Kanorautanga (Learners are achieving excellent and equitable educational Outcomes) - Shaping Teacher Capacity - Curriculum enrichment - Strengthening structures and Systems</p>	<p>Our staff are well underway with our 2024 PLD plan, inclusive of HITs which is an inquiry focused pedagogical framework. Each Hub team is allocated a strategy from the HITs and work collaboratively to research, apply and improve their expertise. A number of staff are leading various aspects of our PLD programme which demonstrates the depth of expertise we have across the school. The new NCEA framework (level one) is going well. The past three years of PLD and our Curriculum design have provided fantastic preparation for our staff. The announcement of the delayed roll out of Level 2 and 3 is somewhat frustrating, as is the uncertainty of the Educational landscape. Our new uniform, late and cellphone processes are showing positive results. We have three staff applying for a sabbatical in 2025 and request that the Board approve this at this meeting. The staff are Phil Chamberlain, Sapphire Mullany and myself (Catherine Bentley). I am applying for 10 weeks during term 3. Evelyn Leef has agreed in principle to be Acting Principal for me. If approved, I will use this as an opportunity to review our junior curriculum and its alignment with the new NCEA framework.</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>Over the next couple of weeks students and whānau will be updated on student academic progress. For our senior students this will look like a credit updated and a Smart Passport to track their NCEA attainment. Rob Orr, Learning Support Coordinator, is leading our reporting and tracking for the year. He has developed a new junior reporting plan which now includes data drawn from EaStle and attendance. Junior academic progress is mapped in rubric form, which allows progress along with next steps to be clearly articulated. Juniors will now receive reports each term. We are working towards including goals associated with the new school values which are currently included in our curriculum. Our Attendance strategy team continue with their work on refining our systems and processes to support improved schoolwide attendance. The focus over the last week has been sharing best practice as Ākina coaches. We currently have one Ākina group with attendance across the class sitting above 92%. We were thrilled to finish the term with schoolwide attendance sitting at 81.%. This is the first time since term one 2020 our attendance has been above 80% for the term.</p>			
<p>Kaitiakitanga (Learners as guardians of our past, present and future) - Building Leadership Capacity, Establishing a Hub based Junior Curriculum</p>	<p>We have recently welcomed Sopna Prasad (Teacher of Technology) from Fiji and Zaizel Rangas (Teacher of English) from Thailand. ERO have delayed their visit and will work with Catherine Bentley to confirm a new date at a later stage. Later this week, we should have further information regarding our Lunch in Schools program. The uncertainty around this has put additional pressure upon our current staff. Our Student Leadership team, are currently finalizing plans for the 2024 school ball. They have opted to have the</p>			

	event in our school hall, which will also include Year 12 students. This week our Tuakana Teina project starts, Rob Orr is leading this project with Viv Mulligan pulling it together as a case study/comprehensive plan.			
3.5 Policies for review	School Doc Policies for review: - Employer responsibility - Appointment Procedure - Equal Employment Opportunities - Teacher Relief Cover - Safety Checking - Police Vetting - Classroom Release Time / Timetable Monique to add to the pānui and Teams.		Monique Goodson	
4. General Business	Minutes	Motion	Person Responsible	Seconded By
5. Meeting Closure	Minutes	Motion	Person Responsible	Seconded By
	There being no further business, the meeting closed at 6.06pm. The next Board meeting to be held Wednesday 19 June 2024 at 5.15pm and then 24 July 5.15pm.		Sonya Lyndon	
Closing karakia	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			