

HASTINGS GIRLS' HIGH SCHOOL NGĀ RAU HUIA O ĀKINA				
Date:	Wednesday 21 August 2024			
Time:	5:15 – 7.55pm			
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, Monique Goodson, Amy O'Connor, Moira Fomai, Sony Lyndon (Secretary), Catherine Bentley, Amataga Iuli, Jesamine Te Huia, Tahatera Apatu			
1.3. Apologies	-			
1.4. Declaration of interests	-			
1.5 ERO visit	Catherine shared with the Board the presentation that ERO gave and left with SLT. Our next steps are our Annual Plan, so there are no surprises. The school is on track with no concerns from ERO. The ERO review was done in partnership with Ngāti Kahungunu. We will be focusing on ensure that we our reporting aligns with our work. Viv Mulligan is working with Catherine partnering on workflows around...Dr Shanley is visiting us to help us roll out the next steps.			

2. For Discussion	Minutes	Motion	Person Responsible	Seconded By
2.1 Health & Safety	<p>Reviewed the check list from the last meeting which was in May.</p> <ul style="list-style-type: none"> - Signage for the bus bays, completed. - Textile rooms have ac units, completed. - High health needs, i.e. epy pens, still in progress. - Lanyards for staff, in progress. - Staff driving the vehicles, in progress. <p>Discussed having a budget for Health and Safety.</p> <p>No near miss actions.</p> <p>Safe and serviceable toilets, in progress, has improved since the cameras have gone in the hallways, and having the doors open.</p> <p>Plumbing needs attention from the MOE.</p> <p>Brief discussion around the increased number of students who are English second language. Amataga is review the Children and workplace guidelines. Catherine asked if the Health and Safety committee discussed the alarms will be off in the hall for two days. They did not.</p>	Move that the Health and Safety report is accepted	Amataga Iuli	Jesamine Te Huia
2.2 Policies for review	<p>Monique tabled a request for the relief policy to say that it's not the LSC but the relief coordinator...Monique to provide the correct change...</p> <p>Monique let the Board know that she has resigned from the Board.</p> <p>Sonya to find out from NZSTA what the rules are for electing a new staff rep.</p> <p>Catherine and the Board thanked Monique for all her hard work. Monique thanked the Board.</p>	Move that the relief policy be changed and updated is approved.	Monique Goodson	Catherine Bentley
2.3 Standdown and Suspension data	At the previous Board meeting Jesamine asked if the Board could discuss the data relating to ethnicity and standdowns and suspensions. Attached is data collected over the last three years to show the trends specific to ethnicity but also any effects that maybe reflected by the lowering of the		Catherine Bentley	

	<p>threshold relating to pastoral concerns. The number of suspensions and stand downs has increased, but the school has come out of a period of soft caring. Catherine indicated to the Board at the beginning of the year that we were going to crack down on expectations. When a suspension is for gross misconduct the pastoral history cannot be supplied to the Board members. Pastoral records can be supplied when a student is suspended for continually disobedience. Catherine is going to find out from NZSTA what pastoral records can be shared and when. The Board asked what our Pastoral process is. Monique and Moira asked how we could reduce the number of Māori and Pasifika students going through the discipline process. Going forward as a Board, where possible, ethnic presentation from the Board will align with the student and their whānau ethnicity. Catherine suggested that perhaps families could be asked if they approve for their daughter's pastoral records are shared with the Board. Prepare a Pastoral report for the Board to help them better understand our process and how we care for the students. ERO meet with the pastoral meet and were happy with our processes. They were not worried about pastoral care. Catherine suggested that we invest more in whānau engagement. The Board would like to meet with the Pastoral team.</p>			
3. For Approval	Minutes	Motion	Person Responsible	Seconded By
3.1 Minutes of the previous meeting [June 2024] - See below		Move the minutes of the previous meeting be accepted	Jo Husband	Amy O'Connor
3.2 Correspondence			Jesamine Te Huia	
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>Our relief budget is tracking to be a considerable overspend for 2024. This is due to a number of factors : staff sickness, increased EOTC and paid discretionary leave. 55% of income received...spent?? Banked staff has gone over. We are tracking badly. We budgeted on \$80k but expecting to spend \$140k. It is Catherine's understanding that all schools are in the same boat. Paid discretionary leave for investigation, staff on paid leave for a holiday. Staff on paid leave 21 weeks, we are doing better than other schools. We don't like to go over however, it has been necessary for staff wellbeing. Items of significance are explainable. There were some small coding issues. Tracking of relief, the DP relief have responsibility for managing the relief budget, to help us better understand and manage costs. To be reported back to the Board via submitting a report to the finance sub-committee. This is a great opportunity for us to involve parents and supporters of school trips.</p>	Move that the finance report be accepted	Amy O'Connor	Monique
3.4 Principals Report - See below, taken as read	<p>The Dance NZ Made competition was amazing. Special mention to two of our students who truly represented our school well. As referenced in the news all the new recipes that are being rolled out to all schools in NZ are from our school written by our chef Katie. Some of the work that came of the survey was around academic excellence, we are putting in play things that will help them to access further education, with broader subjects. The timetable remains the same. Moving to separate the Year 9 and Year 10 students from next year. This will help inculcation and differentiated learning</p>	Move that the Principals report be approved.	Catherine Bentley	Jo Husband

<p>Te Kanorautanga (Learners are achieving excellent and equitable educational Outcomes) - Shaping Teacher Capacity - Curriculum enrichment - Strengthening structures and Systems</p>	<p>We are excited to welcome two new staff to the team at the start of the term - Nicky Blakeley (teacher of Mathematics) and Hetty McLennan (teacher aide). Sadly, we received a resignation from Leah Setford. Leah has taken on a full time Head of Sport role at Havelock North High. Leah has been a long serving staff member and an integral part of our Nga Ara. Both Sapphire Mullany and Catherine Bentley have been successful in their study leave applications for 2025. Sapphire's is for 32 weeks, and Catherine's 10. Could the Board please approve these. Following a review capturing voice from students and staff, the SLT have made some recommendations for changes to the timetable structure for 2025. This includes, offering a broader selection of senior courses to better cater for our students that have pathways other than tertiary study. We hope this will increase engagement and purpose for many of our senior students. We do realise, that offering more courses will mean other courses currently on offer may be removed in order to meet our FTTE threshold. We have received our term 2 attendance data. The data is quite humbling, when compared to the Governments goal of 90% regular attendance. The incremental steps we are making towards are promising. The proposed senior course restructure should address some of this. There is a growing concern across the sector in regards to the increased workload relating to the implementation of Level 1 and concern about the imminent drop in results. The first round of CAA are similar to last years in Reading and Numeracy, however there is an increase in the Writing passes. This goes against normal progression where reading is normally stronger. We have notified NZQA and request they investigate things from their end.</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>Work is already well underway with our marketing plan, with numerous meetings and much of the filming completed. We hope to be able to present recommendations for our new branding at our next Board meeting. Sonya is doing a superb job in leading this challenging project. With the imminent removal of our current lunch model, we have been working hard to try and find an alternative solution. On another tangent, the school has written a letter to Mr Seymour - response attached. Following this, Catherine Bentley was invited to attend a hui with the Ministers AOG in Wellington where a new proposal was shared by the AOG, and Catherine's feedback was invited. Since then our chef Katie has worked with a MOE to build recipes which will form the foundation for a national recipe data base. This mahi will likely continue into early term 4. Our Big Day Out was a great success. Feedback to date has been hugely positive. The change in structure is part of our marketing strategy to retell our story and help students make fully informed decisions around enrolment.</p>			
<p>Kaitiakitanga (Learners as guardians of our past, present and future) - Building Leadership Capacity, Establishing a Hub based Junior Curriculum</p>	<p>Alongside the senior course recommendations, we are looking to further refine our junior curriculum model in 2025. The proposal includes - separating Year 9 and 10's in order to strengthen differentiated programs and offer more targeted transition for Year 9's. Aligning Year 9 behaviour and our HGHS-NRHOA expectations, continues to be a challenge. Stream line the number of Hubs on offer and put HOD's as Hub leads - this will reduce meeting and planning time for staff and ensure our most experienced teachers are leading the planning and monitoring. In the senior school, we are working to creating vocational pathways across all curriculum areas. It is hoped this will provide meaningful pathways for learners that are</p>			

	choosing a non-academic pathway in that particular subject area.			
4. General Business	Minutes	Motion	Person Responsible	Seconded By
Kapa Haka Update	Jesamine inquired about the goals for Kapa Haka. Catherine explained that Evelyn is collaborating with HBHS and meeting with tutors in preparation for next year. Catherine suggested that Jesamine arrange a meeting with Evelyn to discuss further.			
Update on Preferred Schools Campaign	Monique requested an update on the preferred schools campaign. Several videos have been created and published on our website and social media. All other aspects of the campaign are progressing, with further updates to be provided to the Board as more information becomes available.			
Review of House Names	Te Huia Kaimanawa discussed the potential for a review of the House Names. Emphasising the significance of student voice, the committee also highlighted the importance of representing the perspectives of alumnae in this process.			
In-Committee	J Husband moved that the meeting go In Committee at 7.19pm 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 7.54pm.		Jo Husband	
5. Meeting closure	Minutes	Motion	Person Responsible	Seconded By
	There being no further business, the meeting closed at 7.55pm. The next Board meeting to be held Wednesday 18 September 2024 at 5.15pm.			

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			
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[Jo-ell MacDonald \(Feb 21, 2025 19:54 GMT+13\)](#)

Jo-ell MacDonald

Feb 21, 2025






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Final Audit Report

2025-02-21

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