

HASTINGS GIRLS' HIGH SCHOOL BOARD OF TRUSTEES MEETING MINUTES

Date:	Thursday 24th August			
Time:	5:15pm			
Location:	HGHS Principals Office			
AGENDA				
1. Meeting opening	Minutes			
1.1. Karakia	<p>E te kaihangā 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!</p>			
1.2. Present	Catherine Bentley, Evelyn Leef, Anna Vigolini, Amy O'Connor, Jo Husband, Amataga Iuli, Jesamine Te Huia, Monique Goodson, Andi de la Porte			
1.3. Apologies	Bianca Ching			
1.4. Declaration of interests	None			
2. For Discussion	Minutes	Motion	Person Responsible	Seconded by
2.1 Te Huia Kaimanawa presentation	Supported by Evelyn Leef we welcome the representatives of Te Huia Kaimanawa, Jahvelle Kendrick and Tahatera Apatu and their presentation to the board. The name chosen Nga rau Hui O Akina/Hastings - this name ties up with school motto and connects to Brother School HGHS. After the verbal and video presentation, a vote put to the Board Members to proceed with this name and unanimous decision.	Catherine asked who was in favour - all Board members voted in favour.	Catherine Bentley	All
2.2 Recruitment	None			
2.3 Strategic Plan Project	Update on July training - Catherine to send out link for Questions i) what to let go of, ii) what can we do more of, iii) and what do we hold onto. Data gathering until the end of the term. BOT to attend NZSTA training. While this information is being gathered the project sits in hiatus.		Catherine Bentley	

2.4 Health & Safety	<p>STAFF TRAINING The bulk of the training is due to be scheduled at the end of the year - however, those requiring urgent training (e.g. Sports Dept) have been given approval to schedule their own training with the Red Cross, for which they will be reimbursed. Amataga to liaise with Monique re: science dept.</p>		Amataga luli	
	<p>EMERGENCY EVACUATIONS We have amended our evacuation procedures slightly to better organise our mustering area in view of having junior hubs that are not associated with a house. We are just awaiting a run of fine weather to affix the markings (created by our Technology Department) to the path</p>			
	<p>INCIDENTS / NEAR-MISSES - Link in comments - Discussion had amongst Board Member in regards to this.</p>			
	<p>CCTV UPDATE The further two high-priority cameras have been installed in the corridor linking the 1s and 10s blocks; a new CCTV dashboard has also been installed in the deans' office for quick access by the pastoral team.</p>			
	<p>EOTC Multiple trips are underway each month for which we are greatly appreciative. Our Level 1 PE camp will return to the Guthrie Smith Arboretum next week (2-4/7); Level 2 PE students are in Taupō at the time of writing and on 7/8 our Great Outdoors Hub(s) will be heading the Central North Island for their snow trip.</p>			

	<p>SHOES IN SCIENCE</p> <p>There has been ongoing concern that in order to comply with new HSW requirements in science, covered shoes are required by all participants. This is an issue as many of our students wear sandals and as such there is no way to ensure that all students will wear covered shoes of their own on any given day. Mr. Chamberlain has been investigating options:</p> <p>The suggestion was made that H&S purchase sets of aqua shoes or beach feet but we are not sure that these are waterproof on top. The Technology Department get girls to bring in their own Crocs - but this wouldn't work for us. A possibility is https://www.gubba.co.nz/gubba-silicone-overshoes/ but we are not confident this is the answer either. Other options are https://officeproductsonline.co.nz/products/disposable-waterproof-shoe-covers or https://nzsafetyblackwoods.co.nz/en/disposable-clothing-shoe-covers-486?page=1&sortby=&minprice=0&maxprice=1400&count=50 or https://idas.co.nz/products/disposable-cpe-overshoes - some say for damp environments / anti-skid but we are not sure that they wouldn't be more of a trip hazard for the girls.</p> <p>Further ideas are being investigated, but the upshot is that it would require the purchase of a set of appropriate footwear. What we require is the funding to do so, as the science budget cannot afford the outlay. Discussions around asking other schools/ part of of KidsCan / Responsibility of Care - to be advised next meeting</p> <p>asking other schools/ part of of KidsCan / Responsibility of Care</p>		Amataga luli	Monique Goodson
	<p>SECURITY</p> <p>There have now been a series of incidents reported to the police in relation to suspicious behaviour by a member of the public near our boundary with Frimley Road and Frimley Park. We are actively supporting the police in this investigation.</p>		Amataga luli	
3. For Approval	Minutes	Motion	Person Responsible	Seconded by
3.1 Minutes of the previous meeting [June 2023] - See below	Minutes - Print Off, sign and scan into PDF	Move that the minutes of the previous meeting are approved	Jo Husband	Catherine Bentley
3.2 Correspondence				
3.2.1 Inwards				

3.2.2 Outwards				
3.3 Finance Report - June and July Report attached	58% of the year has passed and we have received 56% of our budgeted income to date. Netsurplus is \$36,417. Expenditure is at 58% of budget with 59% of salaries budget used. Staff banking: Items of Significance Capital purchases: On track except for Staff member leaving (admin). Concept for next year's budget - Bonding Special Positions	Move that this report be accepted	Anna Vigolini	Monique Goodson
3.4 Principals Report - See below, taken as read	Analysis of Variance attached (working document)			
Te Kanorautanga (Learners are achieving excellent and equitable educational Outcomes) - Shaping Teacher Capacity - Curriculum enrichment - Strengthening structures and Systems	This past week we welcomed Michael Tuffrey, a very well known and celebrated pasifika artist into our kura. He ran a three day workshop with over 60 students on print making, This culminated into Michael attending our Fiafia where he exhibited some of his work and spoke to the audience of 600+ about his career. Michael has thoroughly enjoyed our time with us and hopes to return early in the new year. This project was made possible through our MOE Pasifika Education Support Fund allocation. Our planning for the 2024 Senior Curriculum is well underway, we have lots of exciting opportunities ahead for students, with our focus being on increasing student engagement through strategic course design which best fits our students. Please find attached a copy of the 2023 Analysis of variance working document. This will provide an overview of the progress we are making towards our annual goals and targets for the year.			
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	Our Fiafia was a huge success. Numbers in attendance equaled those we had experience pre Covid times. Enabling these types of events to occur is crucial to strengthening our wider school community relationships. The opportunity for us to show and grow manākitanga is priceless. Last week, Evelyn and I were invited to attend Waipatu Marae - where Ngahiwi Tomoana and others that have been involved in a Aotearoa Histories project presented and delivered the taonga tuku iho resource, Waipatu Storybook, which is the first story of a series from Waipatu Marae. This was an absolute privilege to be part of. We hope to continue this conversation later in the year with the whole staff as part of our Teacher Only Day in November.			

Kaitiakitanga (Learners as guardians of our past, present and future) - Building Leadership Capacity, Establishing a Hub based Junior Curriculum	We are currently finalising our Hub design for 2024. In addition to our current hubs, we will offer Mana Wāhine. This week we were thrilled to have appointed Faatatau Samuelu as teacher of Samoan. Faatatau will be joining us for the start of 2024, where he will teach Samoan and Technology Hard Materials. This is a huge relief as we have been unable to offer Senior Māori this year and we know it is an important pathway for many of our students., This week, I have meetings with a team from Fairfield High School in Hamilton, who are in the early stages of creating a hub based curriculum in their kura, This follows on from an earlier hui where we supported them in their 'de-streaming' mahi.			
3.5 Policies for review	Key Review Topics for Term 3* Inclusive Education (Board)* Māori Educational Success (Board)LEARNING SUPPORT* Learning Support Coordination* Identity Learning Support* Gifted learnersTOPICSSchool Swimming Pool Safety Management System / Working Engagement, Participation and Representation Searches, Surrender, and Retention of Property Physical Restraint Stand-down, Suspension, and Exclusion Principle Report from Cathering - Ongoing. As a school big things to work on. Look at dates to see what happens next. Identify skills/ map out skills individually. How can I teach whatever is is required. Principle funds will be used to get another mentor and balance to be used for Conference to Australia next year.All Board members to check school docs. To review and update as required	Motioned by Catherine		Jo Husband
4. General Business	Minutes	Motion	Person Responsible	Seconded by
In-Committee				
In-Committee				
5. Meeting closure	Minutes	Motion	Person Responsible	Seconded by
	There being no further business, the meeting closed at 7.00pm. The next meeting of the Board of Trustees will be September.			
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			

Handwritten signature
20.09.23