

CONFIRMED MINUTES

AGHS BOARD OF TRUSTEES MEETING - TERM 1 WEEK 6



Name:	Avonside Girls High School
Date:	Wednesday, 8 March 2023
Time:	5:30 pm to 9:00 pm (NZDT)
Location:	First Floor Seminar Room Orua Paeroa Campus, 209 Travis Road
Board Members:	Linda Glasgow (Chair), Bronwyn Parker, Catherine Law, Jeremy Faumuinā, Manaaki Waretini-Beaumont, Nicole Manawatu-Brennan, Sam Pelham, Zoe Croot
Attendees:	Jane Bussey, Amanda Wiles, Charles Knibb, Andrew Tolman, Cheryl English, Liz McDowell, Karen Powell, Tanya Clegg, Nicole Armstrong
Apologies:	Paula Rigby (Chair), Pina Lissaman

1. Opening Meeting

1.1 Opening Karakia

1.2 Attendance and Apologies

Apologies were received from Jeremy Faumuinā, Paula Rigby and Pina Lissaman.

1.3 Interests Register

1.4 Curriculum presentation by Mel McRandle

Mel McRandle talked to her Curriculum presentation slides. Linda asked how the Board can provide support. Catherine suggested a full day in Term 2 and a day in Term 3 learning from home. Board will compliment a full day in Term 2 as well as the Ministry day.



Approve support.

It was approved for a full day in Term 2 and a learning from home day in Term 3. In Term 4 each department will get a day.

Decision Date:	8 Mar 2023
Mover:	Linda Glasgow
Seconder:	Sam Pelham
Outcome:	Approved

2. Strategic Decisions

2.1 Finance

Taken as read.

2.2 2023 Draft Budget

Motion to to accept the recommendation to hold a special finance meeting later in the month. Catherine signaled to the Board the significant deficit in 2023 due to investment in people.



Special finance meeting

Resolution that the Board accepts a special finance meeting at the end of March 2023.

Decision Date: 8 Mar 2023
Mover: Bronwyn Parker
Seconder: Sam Pelham
Outcome: Approved

2.3 Governance

Taken as read.

2.4 Annual Board Plan

Catherine and Linda to have a look at this, Linda will add to the next meeting.



Annual board plan

Catherine to look at the annual board plan.

Due Date: 5 May 2023
Owner: Catherine Law

2.5 Te Tiriti o Waitangi

Board PLD 4 April.

2.6 Development of Media Statements

2.7 Strategic Planning

Strategic Plan - Nicole mentioned that the Charter needs to be looked at closer. Some of the Charter has been in since 2019 so needs to be revised. This is to be done in Term 3.

2.8 Board of Trustees PLD

2.9 Principal PGC

Catherine working with Dick Edmundsen from Te Aratai, Neil Wilson for appraisal.

3. Monitoring

3.1 Principal's Report

Catherine's Principal's report was taken as read.

Catherine raised the issued around the lack of carparking spaces for staff and there is no shade and no fences around the school which gives students easier access to leave the school and

others coming onto the school. There was a discussion around the PPE and the frustrations. Catherine to discuss with Tim Grocott (Shirley Boy's High Principal) and consult lawyers, will continue to contact the Ministry.



PPE frustrations

Catherine to have a discuss with Tim Grocott and consult lawyers.

Due Date: 7 Apr 2023

Owner: Catherine Law

3.2 Kāhui Ako

Taken as read.

3.3 Property

Taken as read.

3.4 Health and Safety Committee

Minutes form the last Health & Safety Committee meeting on 2 March 2023 were taken as read.

3.5 Ongoing summary of progress to date in relation to annual plan

3.6 School Docs

Jane to review School Docs policies up for review in Term 1.



Review SchoolDocs policies.

Review SchoolDocs policies up for review.

Due Date: 5 Apr 2023

Owner: Jane Bussey

4. For Information

4.1 Student Trustee Report

Manaaki spoke to her report and added there were a few students at the climate change protest on 3 March 2023.

4.2 Student Trustee's Report

Zoe spoke to her report. She expressed how much the students loved the expo and wanted it to continue. The release of the lavalava has been great for students to feel welcomed in their culture.

4.3 Staff Trustee's Report

Staff Trustees report taken as read.

5. Administration

5.1 Community Connect coffee

The first Community Connect Coffee will be held on Friday, 17 March at 7.15am - 8.00am.

Sam went through her cellphone review questionnaire. There are 3 separate questionnaires for whanau, staff and students. Sam said that by putting a name on the questionnaire it would encourage more ownership. There will be no restrictions on parents answering the questionnaire but there will be for students.

5.2 Email Resolutions Since Last Meeting

It was resolved to apply to Air Rescue and Community Services for funding towards the Year 9 Belonging Hikoi for \$10,000.

5.3 Confirm Minutes

AGHS Board of Trustees Meeting - Term 1 Week 1 1 Feb 2023, the minutes were confirmed as presented.



Minutes from the last meeting on 1 February 2023 were confirmed as presented.

Linda advised there are a few actions to be tidied up and looked at.

Decision Date: 8 Mar 2023
Mover: Linda Glasgow
Seconder: Sam Pelham
Outcome: Approved

5.4 Inwards Correspondence

5.5 Outwards Correspondence

5.6 Action Item List

Due Date	Action Title	Owner
8 Jun 2022	Create a Board action plan for how to incorporate Te Tiriti into Governance and the school Status: On Hold	Laura Failing
6 Jul 2022	To add- curriculum, NZ Histories, student success and proactive interaction with the media Status: In Progress	Catherine Law
2 Sep 2022	Cellphone use information gathering Status: Completed on 30 Mar 2023	Catherine Law
29 Sep 2022	Action: Can Board members please provide a short (40 seconds) video as per below Status: Completed on 28 Feb 2023	Bronwyn Parker
29 Sep 2022	Action: There needs to be Police vetting done for the French trip. Status: Completed on 30 Mar 2023	Catherine Law
7 Dec 2022	Board Trustee PLD Status: Not Started	Linda Glasgow

Due Date	Action Title	Owner
7 Dec 2022	To be discussed at 7 December meeting. Status: Completed on 30 Mar 2023	Catherine Law
7 Dec 2022	Take to Board meeting shade proposal for outdoor area Status: In Progress	Catherine Law
11 Dec 2022	QR code up in offices and around the school Status: Not Started	Andrew Tolman
12 Dec 2022	Shade Status: In Progress	Andrew Tolman
12 Dec 2022	QR Codes for Gonogo Status: Not Started	Andrew Tolman
16 Dec 2022	Alarm sounds Status: Not Started	Andrew Tolman
9 Jan 2023	Obtain dates for February strategic day Status: On Hold	Jane Bussey
1 Feb 2023	Leadership workshop Status: Completed on 30 Mar 2023	Catherine Law
10 Feb 2023	Thank you gift for International Dept. Status: Completed on 10 Feb 2023	Jane Bussey
16 Feb 2023	Cellphone review Status: In Progress	Sam Pelham
19 Feb 2023	Letter to Ministry re extra supervision Status: Not Started	Nicole Manawatu-Brennan
22 Feb 2023	Catherine to contact Melanie Taite-Pitama Status: Completed on 30 Mar 2023	Catherine Law
24 Feb 2023	Find a couple of Friday dates for the Board. Status: In Progress	Jane Bussey
24 Feb 2023	Cell Phone Review Status: In Progress	Sam Pelham
24 Feb 2023	PLD - Board requirements Status: Not Started	Nicole Manawatu-Brennan
31 Mar 2023	Door stops Status: Completed on 24 Mar 2023	Andrew Tolman
7 Apr 2023	Back field duty monitoring Status: Completed on 30 Mar 2023	Karen Powell
10 Apr 2023	Imogen Spray Status: In Progress	Jane Bussey
14 Apr 2023	Wet days lunch Status: Completed on 14 Apr 2023	Karen Powell
17 Apr 2023	Panic alarm tone Status: Not Started	Andrew Tolman

5.7 AOB

6. Close Meeting

6.1 Close the meeting

Next meeting: Health & Safety subcommittee meeting - 4 May 2023, 4:00 pm

Signature: _____

Date: _____