

CONFIRMED MINUTES

AGHS BOARD OF TRUSTEES MEETING - TERM 4 WEEK 4



At the **AGHS Board of Trustees Meeting - Term 4 Week 9** on **4 Dec 2023** these minutes were **confirmed as presented**.

Name:	Avonside Girls High School
Date:	Wednesday, 1 November 2023
Time:	5:00 pm to 6:30 pm (NZDT)
Location:	First Floor Seminar Room Orua Paeroa Campus, 209 Travis Road
Board Members:	Linda Glasgow (Chair), Bronwyn Parker, Catherine Law, Jeremy Faumuinā, Pina Lissaman, Sam Pelham, Reine Pene, Hinekaea Taratoa-Bannister
Attendees:	Jane Bussey
Apologies:	Nicole Manawatu-Brennan, Paula Rigby (Chair)

1. Opening Meeting

1.1 Opening Karakia

1.2 Welcoming New Board Reps

Linda welcomed the new student Board reps Reine Pene and Hinekaea Taratoa-Bannister.

1.3 Attendance and Apologies

Apologies were received from Paula Rigby and Nicole Manawatu-Brennan.

1.4 Interests Register

1.5 Careers Presentation

Natalie Guinness, Head of Careers, talked to her presentation.

Head of Careers assists Y11-13 students transition from school into work or further education and training. Each Y13 student is seen once a year for a careers interview and all senior students are encouraged to make use of the careers staff.

The department offers a Dual Enrolment where students are enrolled in two educational institutions. This is available as part of the course selection process held in Term 2 each year.

Gateway Programme is funded by the Tertiary Education Commission and is designed to enable students to undertake workplace learning in many occupations at no cost to them. Year 11-13 students gain experience and get a minimum of 20 credits at NCEA level 2 or 3.

STAR (Secondary Tertiary Alignment Resource) provides opportunities for students to gain skills and experience in an industry through one off courses. Short courses are offered throughout the year and during school holidays.

Catherine acknowledged the hard and great work Natalie has done in her role and the steps she has put into the role.

1.6 Imogen Spray

Imogen presented her research to date which is now coming to an end. Her PhD research is looking at mental wellbeing and digital health across the country with her research based at AGHS this year. Imogen has spent 26 weeks in a range of classes and 11 students have been involved in her research observations. She has sat in classes building a rapport with students and conducting 1-1 interviews on students mental wellbeing and what a day at school looks like for them. The students came out with a range of comments with friendships being their main central focus, what makes a friendship feel good and how it impacts their sense of self, wellbeing and what they can achieve from it.

Imogen's research this year has been around data collection and at the end of this a detailed report will be written up which will be pertinent to the school. This report will not be a public report and the school will be kept confidential and not publicly shared.

2. Strategic Decisions

2.1 Finance



Approve Karen Powell as Acting Principal.

Approve Karen Powell as Acting Principal when Catherine Law is absent.

Decision Date: 1 Nov 2023
Mover: Jeremy Faumuinā
Seconder: Sam Pelham
Outcome: Approved



Board members on finance committee and Chair

Moved that Board members can sit on the Finance Subcommittee with Nicole Manawatu-Brennan as Chair and to approve invoices and receipts on Catherine Law's credit card.

Decision Date: 1 Nov 2023
Mover: Jeremy Faumuinā
Seconder: Sam Pelham
Outcome: Approved



Financial Statements and reports to 30 September 2023 be accepted.

Resolved that the financial statements and associated reports to 30 September 2023 reporting an operating deficit of (\$258,662), working capital of \$2,061,235 and public equity of \$2,626,752 be accepted.

Decision Date: 1 Nov 2023
Mover: Linda Glasgow
Seconder: Pina Lissaman
Outcome: Approved

2.2 WSC Global Round in Sydney Proposal



To attend the WSC Global Round in Sydney 2024

Resolved to accept the proposal for the Avonside World Scholar's Cup Club to attend the World Scholar's Cup Global Round in Sydney 2024.

Decision Date: 1 Nov 2023
Mover: Linda Glasgow
Seconder: Sam Pelham
Outcome: Approved

2.3 ERO Drafts to be approved

ERO draft needs to be approved by the Board. This will be discussed in the Strategic Planning Session after the Board meeting.

2.4 Strategic Planning

The strategic planning feedback and draft our new strategic goals will be discussed next after the Board meeting commences.

3. Monitoring

3.1 Principal's Report

Principals report was taken as read.

3.2 Property

Property report was taken as read.

3.3 Health and Safety Committee

Nothing to report.

3.4 School Docs

School Docs current review:

- Curriculum and Student Achievement Policy and
- Health Education

Will be reviewed at the next meeting.

4. For Information

4.1 Large Theatre Stage

Quotes have been obtained for the large theatre stage. We need to ensure that the panel is the correct weight as concerns were raised by Spotless as to weight loading of the stage.

4.2 AI Policy at School and Guidance

4.3 N4L update

N4L are going back to drawing Board as there is a privacy issue with two schools being on the same network and how the networks can be split.

4.4 Student Trustee Report

No report as this is Reine's first meeting.

4.5 Student Trustee's Report

No report as this is Hinekaea's first meeting.

4.6 Staff Trustee's Report

Ella and Ava Costley won the Outstanding Contribution to Sport in Canterbury award at the Zonta Sports Awards, big thank you to Susie Paton for all her support.

Scarlet Amos was a finalist in Outstanding sportswoman of the year.

The Year 13 leavers breakfast went well with thanks to staff who were involved, although more volunteers are needed in future.

Exam prep is underway and timetabling for 2024.

5. Administration

5.1 Email Resolutions Since Last Meeting

5.2 Confirm Minutes

AGHS Board of Trustees Meeting - Term 3 Week 8 6 Sept 2023, the minutes were confirmed with the following changes:

The application to the Aotearoa Funding Trust for rowing coaches wages should have stated \$18,000 and not \$20,000.

Correction to last minutes:

- The application to the Aotearoa Funding Trust for rowing coaches wages should have stated \$18,000 and not \$20,000.

5.3 Inwards Correspondence

5.4 Outwards Correspondence

5.5 Action Item List

Due Date	Action Title	Owner
6 Jul 2022	To add- curriculum, NZ Histories, student success and proactive interaction with the media Status: In Progress	Catherine Law
7 Dec 2022	Take to Board meeting shade proposal for outdoor area Status: On Hold	Catherine Law
12 Dec 2022	Shade Status: In Progress	Andrew Tolman
19 Feb 2023	Letter to Ministry re extra supervision Status: In Progress	Nicole Manawatu-Brennan
24 Feb 2023	PLD - Board requirements Status: Not Started	Nicole Manawatu-Brennan
7 Apr 2023	PPE frustrations Status: In Progress	Catherine Law
16 Jun 2023	Current Whānau hui organisation Status: On Hold	Paula Rigby
13 Jul 2023	Facilitator for strategic planning Status: In Progress	Catherine Law
11 Aug 2023	Turning off alarm in Boardroom Status: Completed on 27 Sept 2023	Andrew Tolman
11 Aug 2023	Communication to Ferndale in an event Status: Completed on 27 Sept 2023	Andrew Tolman
31 Aug 2023	Central shelving unit to go up to protect space in Te Paeroa. Status: In Progress	Andrew Tolman
31 Aug 2023	Strategic planning consultation Status: In Progress	Catherine Law
1 Sept 2023	Kapa haka uniforms creative design Status: Not Started	Paula Rigby
20 Oct 2023	Rata Foundation application Status: Not Started	Amanda Wiles
27 Oct 2023	Application to Aotearoa Funding Trust Status: Not Started	Amanda Wiles
28 Nov 2023	Lock on disabled toilet Status: Not Started	Andrew Tolman

5.6 AOB

It was put to the Board to approved the hire of three relievers for the remainder of the year so teachers can focus on getting students across the line for exams, to track their credits, curriculum design and to support students. This would help with wellbeing and staff retention. The cost to hire 3 relievers for this period would be \$19,272 for 3FTE.



Approve 3 relievers for the remainder of the year

Resolved for the Board to approve the hire of 3 relievers for the remainder of the year.

Decision Date: 1 Nov 2023
Mover: Linda Glasgow
Seconder: Jeremy Faumuinā
Outcome: Approved

6. Public Excluded Discussion

6.1 Close the meeting

Next meeting: AGHS Board of Trustees Meeting - Term 4 Week 9 - 4 Dec 2023, 5:30 pm

Signature: _____

Date: _____