

CONFIRMED MINUTES

AGHS BOARD MEETING



At the **AGHS Board meeting** on **29 Aug 2024** these minutes were **confirmed as presented**.

Name:	Avonside Girls High School
Date:	Wednesday, 3 July 2024
Time:	5:30 pm to 8:30 pm (NZST)
Location:	First Floor Seminar Room Orua Paeroa Campus, 209 Travis Road
Board Members:	Linda Glasgow (Chair), Bronwyn Parker, Catherine Law, Hinekaea Taratoa-Bannister, Nicole Manawatu-Brennan, Pina Lissaman, Reine Pene, Sam Pelham
Attendees:	Jane Bussey
Apologies:	Paula Rigby (Chair), Jeremy Faumuinā

1. Opening Meeting

1.1 Opening Karakia

1.2 Attendance and Apologies

Apologies noted from Paula Rigby and Jeremy Faumuinā.

1.3 Interests Register

No updates required.

1.4 Curriculum at AGHS

Mel McRandle presented her curriculum to the Board and gave a snapshot of where the curriculum is for 2024.

- 9TM Science programme - Leon has rewritten the programme for his Y9 class around Harakeke science. The relationship between the student and teacher has increased and students are more engaged in science. Leon will continue to work with Whaea Sherilyn.

- EOY programme - there will be a 2 week programme for junior classes which will mean they will have 1 day a week on every subject. This will allow each ELA to have 6 days off timetable.

- Core classes – looking at a review for 2025 with potential for bilingual class and an outdoor education class.

- HOLA mahi – 2x goals and areas working on, action plans - HOLAs are working with Karen Powell to improve overall achievement, improve Māori achievement, endorsement and tracking

work around meaningful achievement descriptions, improving equable and overall achievement, sharing reading and discussion of Leading to North East and collaboration around the end of year programme. HOLAs are having leadership workshops with Jill Atkinson.

- Tracking and work around data descriptors
- Engagement survey coming - Karen Powell is working on an engagement survey for next year.
- Course selection T3 w8 w9
- Auckland State schools visit - Mel visited 4 schools in Auckland with another DP. Of note was Auckland Girls' Grammar who had a big turnaround in their results with a focus on leadership and tracking students.
- Matariki Stars on the Ground – Arts showcase - this event was held on 2nd July and was a collab between the Māori Engagement team and Arts.
- Relationships First mahi and coaching.

1.5 Student leaders feedback

A student from the Pride Council came to speak to the Board.

Pride week had a good turn out with lots of engagement, new people and more activities. The council find that after pride week things die down and there is no planning for the rest of the year.

The biggest barrier the Council face is students who make fun out of LBGTQ and teachers who call students "girls", a lot of these students find this a struggle. To help change the mindset of teachers addressing students "girls" the Council feel it would be beneficial to give an update to teachers when addressing students in a gender neutral way, this could be a reminder from the Council in assembly.

The Council would like a way to show that the Pride Council does exist and to make the Council more prominent.

A positive note is adding pants as an option to the school uniform. It would be good to have shorts as a uniform option for the summer and the Board have approved this.



Shorts option for uniform in the summer

Moved that the Board approve shorts as a uniform option for the summer.

Decision Date: 3 Jul 2024
Mover: Linda Glasgow
Seconder: Pina Lissaman
Outcome: Approved

2. Strategic Decisions

3. Monitoring

3.1 Annual Board Plan

3.2 Health and Safety Committee

Minutes from the H & S meeting on 27 June were taken as read.

The committee recommended that the Board move for the Principal to take to the PPP meeting resurfacing of the walkways which are slippery in the winter and lead to students slipping over.



Principal to take to PPP meeting resurfacing of walkways.

Moved that the Principal take to the next PPP meeting advising the Board are unhappy with the result from the PPP with regards to resurfacing of the walkways being acceptable. From a health and safety point of view this is not acceptable.

Decision Date: 3 Jul 2024
Mover: Linda Glasgow
Seconder: Pina Lissaman
Outcome: Approved

3.3 Finance

Finance papers were taken as read. There is a large deficit with recommendations to try to recover any costs we can. A lot of this deficit is staff costings with 7FTTE over. Catherine spoke about how the FTTE staffing is allocated. It was recommended that at each meeting the Board start looking at the budget for next year and put budgets together at every meeting.



Catherine and Pina to meet re LWOP breakdowns and implications of the cost of leave.

Moved for Catherine and Pina to meet to discuss the breakdown of LWOP and implications of this leave cost and to advise staff of the cost to the school.

Due Date: 5 Aug 2024
Owner: Catherine Law



Financial Statements and reports to 31 May 2024

Resolved that the financial statements and associated reports to 31 May 2024 reporting an operating deficit (\$232,466) working capital of \$2,056,094 and public equity of \$2,538,904 be accepted.

Decision Date: 3 Jul 2024
Mover: Nicole Manawatu-Brennan
Seconder: Pina Lissaman
Outcome: Approved



Section added for Journals

Resolved to consider as part of reviewing the financial policy, under managing income and expenditure that a section be added for journals.

Decision Date: 3 Jul 2024
Mover: Pina Lissaman
Seconder: Bronwyn Parker
Outcome: Approved

3.4 Revised Budget



Revised 2024 Budget

Moved to accept the revised June 2024 budget and workings.

Decision Date: 3 Jul 2024
Mover: Linda Glasgow
Seconder: Pina Lissaman
Outcome: Approved

3.5 Property

The property reports were taken as read.

Catherine spoke about Wakatipu and Rolleston High schools space, a net area assessment took place on how their space is used, the capacity and the frequency of use. We would like to undergo a similar square meter analysis to investigate further the space of the classrooms and growth of students in these spaces and submit this to the Ministry.

3.6 Principal's Report

The principals report was taken as read.

3.7 Student Achievement

The student attendance and achievement documents were added into the agenda late so copies of these were available at the meeting.

The Board were happy with how the data was presented and liked that the data is live all the time which will help to inform decisions.

Nicole suggested to have the no's on the graph also to make this easier to follow.

3.8 School Docs

3.9 Kahui Ako Minutes

The Kahui Ako minutes were taken as read.

4. For Information

4.1 Email Resolutions Since Last Meeting



Air Rescue and Community Services funding application

Moved that an application for Avonside Girls' High School be made to Air Rescue and Community Services for the payment of \$7,329.91 to cover costs of accommodation and transport for the 2024 Football tournament.

Decision Date:	3 Jul 2024
Mover:	Linda Glasgow
Seconder:	Bronwyn Parker
Outcome:	Approved

4.2 Inwards Correspondence

4.3 Student Trustee Report

Reine spoke to her student report which was taken as read.

Key highlights:

- Pride Week
- Orchestra Camp
- Inspiring futures
- Fono night

- World Scholars

Hinekaea's student report was taken as read.

Key highlights:

- 24 – 27 June Matariki was celebrated every day
- Kokirihia started back with a few students attending the workshop
- Kapa Haka performed at the New Brighton Markets on Saturday last week

4.4 Staff Trustee's Report

Pina spoke to her staff report.

Key highlights:

- Celebration assembly
- Football team doing well and are unbeaten to date
- Kapa haka performances were fantastic
- Choir performed at the Big Sing Competition
- Two entries in the NZ Chamber Music Competition
- Orchestra has their annual camp to Living Springs

5. Administration

5.1 Confirm Minutes

AGHS Board meeting 5 Jun 2024, the minutes were confirmed as presented.



Confirm minutes

Moved that the minutes from the Board meeting on 5 June be approved as a true and correct record of that meeting.

Decision Date: 3 Jul 2024
Mover: Linda Glasgow
Outcome: Approved

5.2 Outwards Correspondence

5.3 Action Item List

Due Date	Action Title	Owner
7 Dec 2022	Take to Board meeting shade proposal for outdoor area Status: Completed on 26 Jun 2024	Catherine Law
12 Dec 2022	Shade Status: Completed on 26 Jun 2024	Andrew Tolman
24 Feb 2023	PLD - Board requirements Status: Completed on 10 Jul 2024	Nicole Manawatu-Brennan
7 Apr 2023	PPE frustrations Status: Completed on 10 Jul 2024	Catherine Law
31 Aug 2023	Central shelving unit to go up to protect space in Te Paeroa. Status: Completed on 26 Jun 2024	Andrew Tolman

Due Date	Action Title	Owner
1 Sept 2023	Kapa haka uniforms creative design Status: In Progress	Paula Rigby
20 Oct 2023	Rata Foundation application Status: Completed on 10 Jul 2024	Amanda Wiles
27 Oct 2023	Application to Aotearoa Funding Trust Status: Completed on 16 Aug 2024	Amanda Wiles
28 Nov 2023	Lock on disabled toilet Status: Completed on 16 Aug 2024	Andrew Tolman
29 Jan 2024	Nicole to look at Draft budget for 2024 Status: In Progress	Nicole Manawatu-Brennan
12 Feb 2024	Lucy Hone session Status: Completed on 16 Aug 2024	Catherine Law
26 Mar 2024	Staff car parking Status: In Progress	Catherine Law
9 Apr 2024	PP meeting follow up for lockdown PA not being heard. Status: Completed on 10 Jul 2024	Catherine Law
11 Jun 2024	Support dog to be walked around the field not on the field Status: Completed on 25 Jun 2024	Peter Armstrong
14 Jun 2024	Space issue for students to eat their lunch and mess left in learning areas. Status: Completed on 26 Jun 2024	Karen Powell
20 Jun 2024	Tsunami processes Status: In Progress	Peter Armstrong
20 Jun 2024	Student Leaders lunch time rubbish Status: In Progress	Hinekaea Taratoa-Bannister
21 Jun 2024	QR codes Status: Completed on 16 Aug 2024	Peter Armstrong
3 Jul 2024	Finance column to be included in the Board Plan Status: Completed on 16 Aug 2024	Nicole Manawatu-Brennan
1 Aug 2024	Small Theatre light switches Status: On Hold	Peter Armstrong

Linda asked for actions to be checked against each owner and to please sign off or update the action.

5.4 AOB

6. Public Excluded

6.1 Staffing/Staff leave

Moved to Public Excluded session of the meeting to discuss discipline and staffing matters.

7. Close Meeting

7.1 Close the meeting

Next meeting: AGHS Board meeting - 29 Aug 2024, 5:30 pm

New Actions raised in this meeting

Item	Action Title	Owner
3.3	Catherine and Pina to meet re LWOP breakdowns and implications of the cost of leave. Due Date: 5 Aug 2024	Catherine Law

Signature: _____

Date: _____