

CONFIRMED MINUTES

AGHS BOARD MEETING - TERM 2 WEEK 8



At the **AGHS Board meeting - Term 3 week 2** on **23 Jul 2025** these minutes were **confirmed as presented**.

| | |
|-----------------------|--|
| Name: | Avonside Girls High School |
| Date: | Wednesday, 18 June 2025 |
| 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), Paula Rigby (Chair), Bronwyn Parker, Dr Darren Fidler, Dr Catherine Law, Judah Hobson, Maxi McManus, Nicole Manawatu-Brennan, Pina Lissaman, Sam Pelham |
| Apologies: | Jane Bussey |

1. Opening Meeting

1.1 Opening Karakia

1.2 Interests Register

1.3 Attendance and Apologies

Apologies were received by Paula Rigby and Pina Lissaman.

2. Strategic Decisions

2.1 Teaching and learning PGC

Katrina Boxell and Liz shared PGC presentation

- Cycle now term 2-term 2
- Lots of changes in education and in AGHS vision and purpose which leads to changes
- Staff have synthesised ideas and summarised ideas which are now forming the basis for the next steps moving forward
- Discussions about what a PGC cycle might look like
- Dr Wendy Moore - PGC coaching with HOLAs, Assistant HOLAs and mentor teachers leaning how to use the standards in coaching conversations
- Next Steps
 - Produce final copies of reward Quality Practice template

- Staff meeting based on the Avonside Way
- Clarify the difference between School PD plan and PGC
- PGC evidence being naturally occurring - it is the observations and conversations as they happen
- PGC model needs confirming with staff - proposing NE observation model - PPTA has recommended forms which are in line with AGHS
- Create documentation, such as observation templates and annual statements

- Vision - Teaching to the North East Model - aiming for 2027
 - Evidence based
 - Well researched - Russel Bishop founded this programme
 - Created in Aotearoa
 - Trusted teams work together
 - Structured system → needs prior work to ensure everyone knows how it works
 - AGHS has a number of Impact Coaches already
 - Term One - Participants are observed and coached by their Impact Coach
 - Term Two First North East Hui with 5/6 others - shared discussion about reflections on Impact Coaching and next steps. Goals established
 - Term Three - second North East Hui discussion of how your 'change in practice' has affected student learning. Reflections shared and goals adjusted
 - Term Four - Third North East Hui - further discussion about how your changes in practice have affected student learning. Goals for short term and into next year confirmed
 - Still working out practicalities/logistics eg who will be in groups

- Use an AI system to transcribe a lesson which is later colour coded to analyse the strategies the teacher is using. An Impact Coach also observes - each minute they record what the teacher is doing for 10 seconds at the start of each minute. This is then coded against the five discursive strategies
 - Prior learning
 - Feedback
 - Feedforward
 - Co-construction
 - Powersharing

- Implications
 - Need time - hence 2027 start
 - Time to train in Impact Coaching model
 - Time to bring staff onboard

Liz presented about the EduTech Conference she attended:

- 14 sessions across two days
- Lots of AI focus in the sessions Liz chose

- The dangers of deep fakes and why schools need polices now
 - Highly realistic fake videos
 - How are we using/storing images of students - image vaults to be explored - protect digital footprint → safer, more intentional approach to image use needed
 - Proactive culture and education - school-wide protocols
 - Clear response protocols for deepfake incidents - need crisis response plan, support victim, clear comms, review process - difference between criminal and reputational incidents
 - Policy, visibility, collaboration - policy must be visible
 - Liz has an example of Deep fake crisis response plan
- AI: learn fast, act more slowly
 - Develop AI literacy/competency across staff
 - Adopt a thoughtful, purposeful approach
 - What is the purpose for bringing in AI
 - Balance human/AI intelligence
 - Partner with AI, not replace with AI
 - Strong governance and data strategy
 - Create a culture of agency, transparency and preparedness
 - Most student use of AI happens at home - how can we guide this?
- Presentation of AV systems and PA and bell systems
 - Modern platforms available - Barix is our current system, and is outdated
 - Integration and automation enable smarter campus control
- How our brains construct our reality in the age of modern technologies
 - We don't learn from people we don't like! - we are wired for human connection not competition
 - Digital technology disrupts how our brains function - screens only stimulate sight and sound, limiting sensory input and reducing deep connection. Dopamine-driven screen rewards and short-term and addictive, while real-world interactions trigger long-lasting hormones like oxytocin and serotonin
 - Cognitive overload and memory loss are rising
 - Future-proof skills are human skills
- GenAI in schools from guidance to practice
- Where is AGHS at?
 - Whānau communications leading up to opt-out form
 - Staff AI approved set of apps, trial group set up and working
 - Staff AI guidelines writing group set up and working on student guidelines
 - Staff draft guidelines for Board to consider at next meeting



Meeting re whānau engagement

Nicole and Catherine to meet regarding whānau engagement aspects of this programme as Nicole has a programme that also addresses this and has some frustrations around implementation/teacher engagement

Due Date: 21 Jul 2025

Owners: Dr Catherine Law, Nicole Manawatu-Brennan

2.2 Te Tiriti o Waitangi

2.3 Upcoming Parent Representative Elections

An indication of who will restand/apply for the Board are:

- Darryl yes
- Sam - yes
- Linda - undecided
- Paula - coopted 8 months more
- Kat - happy to stand
- Fay - happy to stand
- Nicole - yes
- Bronwyn - no

3. Monitoring

3.1 Student Attendance

Attendance report was taken as read.

Nicole shared it misses the stories - it is data driven so doesn't show individual gains. In future would like to see where students have made some significant progress.

Are we/how are we utilising attendance plans? Are they making a difference? How many students are on attendance plans?

Can we adapt our policy re what is a justified absence? Bring to board in future meeting.

3.2 Student Achievement

3.3 Health and Safety Committee



EOTC overnight trip to Dunedin

Moved to approve the SISS Netball Tournament trip to Dunedin on 24th to 29th August 2025.

Decision Date: 18 Jun 2025
Mover: Linda Glasgow
Seconder: Dr Darren Fidler
Outcome: Approved



EOTC Hockey 1st XI tournament to Nelson.

Moved to approve the Hockey 1st XI tournament to Nelson on 24th - 29th August 2025.

Decision Date: 18 Jun 2025
Mover: Linda Glasgow
Seconder: Bronwyn Parker
Outcome: Approved



EOTC 1st XI Girls Premier NZSS football tournament

Moved to approve the 1st XI Girls premier NZSS Football tournament in Taupo on 24-29 August 2025.

Decision Date: 18 Jun 2025
Mover: Linda Glasgow
Seconders: Bronwyn Parker



EOTC Junior Basketball trip

Moved to approve the Junior Basketball tournament to Nelson on 24th - 29th August 2025.

Decision Date: 18 Jun 2025
Mover: Linda Glasgow
Seconders: Bronwyn Parker
Outcome: Approved

3.4 Property

Property report was taken as read.

- PPP contract to be reviewed within the MOE.
- Catherine and Darren to meet with MOE Thursday, 19 June.
- PA system - ongoing.
- Vandalism increased over last two weeks - winter term leads to more as students inside more; two sets of toilets closed currently.

3.5 Principal's Report

Principals report was taken as ready.

- **Kāhui Ako Dissolution** - ISL roles would continue despite there being no Kāhui Ako - some investment to keep roles going and will need to do some restructuring as roles need to continue - we have some permanent roles so need to restructure them and offer to current holder.
- Cost to AGHS for 2026 - 0.5 teacher (around \$50,000)
- Cluster will continue to meet.
- Principal Panels.
- Some work to be done around what this will look like in future.

3.6 School Docs

3.7 Finance



Financial statements and reports to 31 May 2025

Moved that the financial statements and associated reports to 31 May 2025 reporting an operating deficit (\$217,801) working capital of \$1,683,715 and public equity of \$2,183,127 be accepted. Note the amended amount of (\$217,801) and not (\$218,692).

Decision Date: 18 Jun 2025
Mover: Linda Glasgow
Seconders: Dr Darren Fidler
Outcome: Approved



Full budgeted statement of financial position and Statement of Cashflows

Moved that the financial position and statement of cashflows from the Board approved operating and capital budgets be approved for use in the 2025 annual accounts. The reports are prepared post 2024 audit finalisation to ensure accuracy and usefulness in the 2025 annual accounts.

Decision Date: 18 Jun 2025
Mover: Linda Glasgow
Seconder: Dr Darren Fidler
Outcome: Approved

3.8 Board of Trustees PLD

4. For Information

4.1 Email Resolutions Since Last Meeting



Resolution for Schooled to be appointed as Returning Officer for the Triennial Elections

Moved to pass a resolution for AGHS to appoint Schooled to be the Returning Officer for the Parent and Staff Triennial for the upcoming elections in September 2025.

Decision Date: 18 Jun 2025
Mover: Sam Pelham
Seconder: Linda Glasgow
Outcome: Approved

4.2 Inwards Correspondence

Long Winter Skirts - request by Briana Dickson.

Judah and Maxi to communicate across the school that the Pasifika Skirt is there for all girls, not just the Pasifika students. We want to explore the use of this across the kura.



Review of the Uniform Shop

Catherine to review the contract for the Uniform Shop and to review with the community and see if the Uniform Shop are providing the right service for our kura.

Due Date: 20 Aug 2025
Owner: Dr Catherine Law

4.3 Student Trustee Report

The student Trustees reports were shared and taken as read.

4.4 Staff Trustee's Report

5. Administration

5.1 Confirm Minutes

Board meeting - Term 2 week 4 21 May 2025, the minutes were confirmed as presented.



Confirm minutes

Moved to confirm the minutes as presented as a true and accurate account of the meeting on 21 May 2025.

Decision Date: 18 Jun 2025
Mover: Linda Glasgow
Seconder: Bronwyn Parker
Outcome: Approved

5.2 Inwards Correspondence

5.3 Outwards Correspondence

5.4 Action Item List

| Due Date | Action Title | Owner(s) |
|-------------|--|--|
| 1 Sept 2023 | Kapa haka uniforms creative design Status: Completed on 1 Jul 2025 | Paula Rigby |
| 26 Mar 2024 | Staff car parking Status: In Progress | Dr Catherine Law |
| 20 Jun 2024 | Tsunami processes Status: In Progress | Peter Armstrong |
| 20 Jun 2024 | Student Leaders lunch time rubbish Status: In Progress | Hinekaea Taratoa-Bannister |
| 1 Aug 2024 | Small Theatre light switches Status: On Hold | Peter Armstrong |
| 29 Aug 2024 | Small theatre lighting Status: Not Started | Peter Armstrong |
| 4 Sept 2024 | Site H & S meetings Status: Not Started | Peter Armstrong |
| 14 Oct 2024 | PLD Board spreadsheet Status: In Progress | Jane Bussey |
| 21 Oct 2024 | Follow up on no report for tripod burns and follow up with HOLAs around reporting of incidents Status: Not Started | Peter Armstrong |
| 21 Oct 2024 | Advise nursing staff to ask staff to report injuries in GoNoGo Status: Not Started | Peter Armstrong |
| 21 Oct 2024 | Phone list for nursing staff at every phone station Status: Not Started | Peter Armstrong |
| 10 Feb 2025 | Add EOTC to board annual plan Status: Not Started | Linda Glasgow |
| 10 Mar 2025 | Enquiry to move bus stop to QEII side Status: Not Started | Peter Armstrong |
| 18 Mar 2025 | School Docs review - Health safety and health care Status: Completed on 30 May 2025 | Bronwyn Parker, Sam Pelham |
| 18 Mar 2025 | School Docs review - Health Care Status: In Progress | Bronwyn Parker, Judah Hobson, Maxi McManus |

| Due Date | Action Title | Owner(s) |
|-----------------|---|---|
| 18 Mar 2025 | School Docs review - Review schedule Status: Completed on 30 May 2025 | Sam Pelham |
| 18 Mar 2025 | School Docs review - Board responsibilities Status: In Progress | Linda Glasgow, Paula Rigby |
| 23 Mar 2025 | Fume Cupboards Status: Not Started | Peter Armstrong |
| 28 Apr 2025 | Safety Equipment for School Vehicles Status: Not Started | Peter Armstrong |
| 28 Apr 2025 | PA Test Status: Not Started | Peter Armstrong |
| 30 Apr 2025 | EOTC Supervision: point 9 Status: Not Started | Dr Catherine Law |
| 30 May 2025 | Secure bike storage Status: Not Started | Dr Catherine Law |
| 30 May 2025 | Shade sail for staffroom balcony Status: Not Started | Dr Catherine Law |
| 13 Jun 2025 | Formal attire Status: Not Started | Judah Hobson, Maxi McManus, Pina Lissaman |
| 16 Jun 2025 | Term 2 School Docs polies Status: Completed on 16 Jun 2025 | Bronwyn Parker, Sam Pelham |
| 1 Jul 2025 | Noho proposal Status: Completed on 1 Jul 2025 | Paula Rigby |

5.5 AOB

6. Public Excluded Discussion

6.1 Public Excluded Discussion

Moved into Public excluded.

7. Close Meeting

7.1 Close the meeting

Next meeting: AGHS Board meeting - Term 3 week 2 - 23 Jul 2025, 5:30 pm

Signature: _____

Date: _____