

CONFIRMED MINUTES

AGHS BOARD MEETING - TERM 3 WEEK 2



At the **AGHS Board meeting - Term 3 week 7, 27 August 2025** on **27 Aug 2025** these minutes were **confirmed as presented**.

Name:	Avonside Girls High School
Date:	Wednesday, 23 July 2025
Time:	5:30 pm to 8:15 pm (NZST)
Location:	First Floor Seminar Room Orua Paeroa Campus, 209 Travis Road
Board Members:	Linda Glasgow (Chair), Bronwyn Parker, Dr Darren Fidler, Dr Catherine Law, Judah Hobson, Sam Pelham
Attendees:	Jane Bussey
Apologies:	Pina Lissaman, Paula Rigby (Chair), Nicole Manawatu-Brennan, Maxi McManus

1. Opening Meeting

1.1 Opening Karakia

1.2 Interests Register

Interest register has not changed and is current.

1.3 Attendance and Apologies

Apologies were accepted by:

- Paula Rigby
- Nicole Manawatu-Brennan
- Pina Lissaman
- Maxi McManus

2. Strategic Decisions

2.1 SLT Harvard feedback

Mel McRandle presented her Harvard trip feedback to the Board and expressed her gratitude for the opportunity to attend this incredible professional learning experience.

The four-day course included a range of workshops, attended by 23 participants from across the United States and other countries, bringing a rich diversity of perspectives and insights. The

learning was intensive, with nightly homework and case studies that participants were expected to analyse and report back on.

One of the key teaching models explored was *The Instructional Core*, which focuses on the relationship between the teacher and the student in the presence of content. The model outlines three key ways to improve student learning, which strongly align with the work currently underway at AGHS:

- Raising the level of content students are taught,
- Increasing teachers' skill and knowledge, and
- Increasing the level of students' active learning and engagement with the content.

In Terms 3 and 4, we will be focusing on the teaching and learning aspects, with an emphasis on building robust, whānau-based contexts for learning in classrooms.

2.2 Strategic Planning

Operational grants have not increased, which will make it more difficult to afford the level of provision we currently offer.

As student enrolments generate funding, there was discussion around how to better retain students, particularly those at risk of leaving in Year 11 or 12. This year we welcomed 11 additional students and are expecting 260 enrolments next year, which will bring in further funding. One idea discussed was the development of a Vocational Academy to better engage students whose needs may be more aligned with practical, career-focused learning. This could help retain those who may otherwise consider leaving early.

We also want to encourage students to stay at AGHS for Years 12 and 13 by offering more opportunities in areas such as sports leadership, which could be a drawcard for senior students.

We're currently exploring sustainable partnerships with alumni and the introduction of bronze, silver, and gold sponsorship tiers to support funding.

We are currently at or near full capacity for venue hire, meaning there's limited scope to generate further revenue from that area.

There was also a discussion around school identity—what it means and how it is expressed. The idea of redesigning the school crest was raised, with a suggestion to consider launching a new crest as part of the school's centenary celebrations.

2.3 Strategic Direction 2026-2028 and community consultation

The Board discussed the upcoming community consultation for the school's Strategic Direction 2026–2028, including what we want to consult on and how best to approach the process.

There was agreement that the consultation should be streamlined and time-efficient. It was suggested to use the current draft of the strategic plan and present it at key school events e.g. Whānau hui, Open Night, and Parent-Teacher Interviews, to gather feedback from members of the community.

A timeline will need to be developed for this process. It was agreed that draft consultation questions would be brought to the next Board meeting on 27 August for approval before being shared with the community.

As with the last community consultation, offering an incentive for students and community members to complete the questionnaire was considered a useful strategy to increase participation.



Prepare draft questions for the community.

It was agreed that the Board will approve the consultation questions online before they are distributed to the community.

Due Date: 18 Aug 2025

Owner: Dr Catherine Law

2.4 Te Tiriti o Waitangi

The Board discussed how to appropriately thank the parents (three or four of them) who led the weaving work for the kapa haka uniforms. Consideration was given to what would be appropriate in terms of tikanga. It was agreed that a gesture such as a Prezzie card or PAK'nSAVE voucher would be suitable to acknowledge and thank them for their support.



Check budget for Tikanga and ask Paula what would be appropriate

Catherine will check the budget for acknowledging the 3–4 parents who assisted with the weaving and will consult with Paula to ensure the gesture aligns with appropriate tikanga.

Due Date: 11 Aug 2025

Owner: Dr Catherine Law

2.5 Staff Use of Gen AI Guidelines



Staff use of Gen AI guidelines

It was moved to approve the Staff Use of Generative AI Guidelines with the addition of a review period to be added to the guidelines. Catherine recommended a 1–2 year review cycle, but Liz will check what the shortest practical review period would be.

Decision Date: 23 Jul 2025

Mover: Linda Glasgow

Seconder: Bronwyn Parker

Outcome: Approved

3. Monitoring

3.1 Student Attendance

Student attendance was taken as read.

3.2 Student Achievement

Student achievement was taken as read.

3.3 Health and Safety Committee

Once the the Wearable Arts Wellington (WOW) overnight trip has been signed off by Karen and Catherine it will be emailed to the Board for final approval.

3.4 Property

The PA system has not been handed over yet as there are still issues with this. The fields are now complete and the rugby posts have been installed. AGHS have paid for the posts to avoid any delay in installation but the posts will go under the PPP contract so they are responsible for the upkeep of these.

3.5 Principal's Report

There was a discussion regarding some negative comments—particularly about the skirts—that have been posted on the Parents of Christchurch and Christchurch Mums social media sites. It was agreed that we will not respond to these posts directly, and instead continue to encourage and highlight positive feedback.

There was also discussion around the design of the uniform skirt, with feedback that many students dislike the pleated style. A possible redesign to a plain A-line skirt was raised for consideration. The skirt design will be reviewed, and if any changes are made, they will be introduced gradually through a transition process.

With the recent changes to Level 1 NCEA, we will be sending a letter to the parents of our Year 9 and 10 students to explain the shift in focus—emphasising that Level 2 is now the key qualification moving forward. The way we communicate this will be important to ensure caregivers understand the shift from all the Level 1 credits in Year 11 to a focus on a strong curriculum that prepares students for Levels 2 and 3.



Approve proposal for NCEA Level 1

Moved to approve the shift in our approach in NCEA Level 1, putting the students success and preparation for Levels 2 and 3 at the centre.

Decision Date: 23 Jul 2025
Mover: Linda Glasgow
Seconder: Sam Pelham
Outcome: Approved

3.6 School Docs

The Co-chair asked the Board members to review the current School Docs policies requiring Board review for Term 3 and give any feedback if needed.

3.7 Finance

The Business Managers finance reports and associated reports were taken as read.



Finance Statements and reports to 30 June 2025

Moved that the financial statements and associated reports to 30 June 2025 reporting an operation deficit (\$274,897) working capital of \$1,643,242 and public equity of \$2,126,030 be accepted.

Decision Date: 23 Jul 2025
Mover: Dr Darren Fidler
Seconder: Sam Pelham
Outcome: Approved

3.8 Kahui Ako

Notice of disestablishment was taken as read.

3.9 Board of Trustees PLD

Linda gave feedback on the NZSTA conference she attended. She noted that the Minister of Education spoke at the event, with key topics including finance, literacy and numeracy, and student attendance. Much of the content, however, appeared to be a repetition of information shared at previous conferences.

3.10 Upcoming Board elections

Linda commented on the importance of including co-governance in our constitution, noting that this is something we should prioritise.

3.11 School Business Managers' conference

The School Business Managers conference information, which our Business Manager and 2 other staff attended, was taken as read.

4. For Information

4.1 Email Resolutions Since Last Meeting

4.2 Inwards Correspondence



Resolution to accept for an application to Air Resue.

Moved that a resolution to be approved for an application to Air Resue for \$2,036.99 towards the 2025 Sports Awards evening.

Decision Date: 23 Jul 2025
Mover: Linda Glasgow
Seconder: Sam Pelham
Outcome: Approved

4.3 Student Trustee ReportS

Student Trustee Maxi's report was taken as read as she was an apology for the meeting.

There was a discussion regarding the Lavalava and the Pasific Council disagreeing that it should be worn the same as a kilt and by everyone. The Board thought it would be good to hear from the Head of the Pacifika Council at the next meeting and we will also invite other heads of Council to speak.

4.4 Staff Trustee's Report

There was no report from the Staff Rep and she was an apology for the meeting.

5. Administration

5.1 Confirm Minutes

AGHS Board meeting - Term 2 week 8 18 Jun 2025, the minutes were confirmed as presented.

**Confirm minutes from the last meeting on 23 July 2025.**

Moved to approve the Board meeting minutes from the last meeting on 23 July 2025 being taken as a true and accurate account of the meeting.

Decision Date: 23 Jul 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: On Hold	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 Care Status: In Progress	Bronwyn Parker, Maxi McManus
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: Completed on 25 Aug 2025	Dr Catherine Law

Due Date	Action Title	Owner(s)
30 May 2025	Secure bike storage Status: Not Started	Dr Catherine Law
30 May 2025	Shade sail for staffroom balcony Status: On Hold	Dr Catherine Law
13 Jun 2025	Formal attire Status: Not Started	Maxi McManus
1 Jul 2025	Noho proposal Status: Completed on 1 Jul 2025	Paula Rigby
21 Jul 2025	Meeting re whānau engagement Status: Completed on 20 Aug 2025	Dr Catherine Law, Nicole Manawatu-Brennan
22 Jul 2025	Check with cafe they are aware of the procedure Status: Not Started	Peter Armstrong
20 Aug 2025	Review of the Uniform Shop Status: Completed on 25 Aug 2025	Dr Catherine Law
20 Aug 2025	QR codes for GoNoGo incidents Status: Not Started	Peter Armstrong
25 Aug 2025	Check with Sick Bay as to Injury and Incident report numbers in the columns Status: Not Started	Peter Armstrong
29 Aug 2025	Sign for microwave doors to advise what is safe to use in a microwave Status: Completed on 22 Jul 2025	Amanda Wiles

5.5 AOB

6. Public Excluded Discussion

6.1 Public Excluded Discussion

Moved at 8.15pm to Public Excluded Session.

7. Close Meeting

7.1 Close the meeting

Next meeting: AGHS Board meeting - Term 3 week 7, 27 August 2025 - 27 Aug 2025, 5:30 pm

Signature: _____

Date: _____