



# Epsom Girls Grammar School

Te Kura Tuarua o Ngā Taitamāhine o Maungawhau

## MINUTES

*A Meeting of the School Board  
held in the Boardroom of Epsom Girls Grammar School  
on 30 July 2024 from 5.30 pm*

1.	<p><b>PRESENT:</b> Tahei Simpson (Board Chair); Michael Alofa, Murray Burt (arrived 5.54pm), Michael Chen (online 6.30pm via Teams), Andy Patrick, Ria Pou (Co-Opted Whānau Rep); Sara Tuitupou (Co-Opted Pasifika Rep), Tovia Va'aelua (Deputy Chair), Brenda McNaughton (Principal), Rachel Heeney (Staff Rep), Jasmine Huang (Student Rep), Catherine Readhead (Board Secretary)</p> <p><b>APOLOGIES:</b> Kirstin Kane</p> <p><b>VISITORS:</b> Julie Goodyer (OGA, previous EGGS Board member)</p>	
2.	<p><b>OPENING KARAKIA:</b> Sara Tuitupou opened the meeting with a karakia</p> <p><b>BLESSING OF KAI:</b> Ria Pou blessed the kai</p>	
3.	<p><b>MINUTES</b></p> <ul style="list-style-type: none"><li>Minutes of Board meeting held <b>25 June 2024</b>.</li></ul> <p><i>Move: That the Minutes of the June 2024 Board Meeting be confirmed as a true and accurate record</i> <i>Michael Alofa / Brenda McNaughton CARRIED</i></p> <p><b>MATTERS ARISING FROM THE MINUTES:</b></p> <ul style="list-style-type: none"><li>Sports participation stats will be added to August report</li></ul>	
4.	<p><b>CONFLICTS OF INTEREST</b></p> <ul style="list-style-type: none"><li>No conflicts to declare</li></ul>	
5.	<p><b>DECISIONS TO BE MADE AT THIS MEETING:</b></p> <ul style="list-style-type: none"><li>EOTC Approvals</li></ul> <p><i>Move: that the proposed International trip for 2025 be approved in principle</i> <i>Michael Alofa / Ria Pou CARRIED</i></p> <p>Logo refresh proposal: Brenda presented an update from Rainger and Rolfe re: logo refresh. A proposal was also sought from signage company, Port, who provided an alternative. The Board preferred the Rainger and Rolfe presentation of refreshed logo.</p> <p>Action: Principal to keep consulting with key stakeholders about this proposal</p>	
6.	<p><b>LEADERSHIP</b></p> <p><b>Principal's Report (including Curriculum, Enrolment, Health and Safety)</b></p> <ul style="list-style-type: none"><li>Student Achievement discussed</li></ul> <p>Action: Student achievement – include ethnic breakdown in August's Principal's report – Brenda</p> <p>Action: Photos and update from Art and World Challenge trips to go into August's Staff Report - Rachel</p>	

	<p>Epsom House Fees – discussed an increase of either 3% or 4% to student fees.</p> <p>The Board has approved to increase the 2025 Epsom House Board fees by 3%.</p> <p><i>Moved: That the Principal's report be accepted</i></p> <p style="text-align: right;"><i>Brenda McNaughton / Michael Alofa CARRIED</i></p>	
9.	<p><b>LEARNING &amp; EXCELLENCE</b></p> <p><b><u>Curriculum:</u></b></p> <p><b>Maori and Pasifika Committee Report:</b></p> <ul style="list-style-type: none"> <li>no report this month</li> </ul> <p><b><u>Co-curriculum:</u></b></p> <p><b>Arts &amp; Culture Report</b></p> <ul style="list-style-type: none"> <li>no further discussion</li> </ul> <p><b>Sports Report</b></p> <ul style="list-style-type: none"> <li>Reports on the EGGS rugby teams would be appreciated</li> </ul> <p>Action: Reports on the Rugby teams to be included in the August Sport report - Catherine to request this from Clarissa - Done</p> <p><i>Move: That the Arts and Culture and Sports reports be accepted</i></p> <p style="text-align: right;"><i>Chair CARRIED</i></p>	
10.	<p><b>STUDENT ACHIEVEMENT</b></p> <p><b>Student Report:</b></p> <ul style="list-style-type: none"> <li>Jasmine spoke to her report</li> </ul> <p><i>Move: That the Student report be accepted</i></p> <p style="text-align: right;"><i>Jasmine Huang / Michael Alofa CARRIED</i></p>	
11.	<p><b>STAFF</b></p> <p><b>Staff Report:</b> Verbal</p> <ul style="list-style-type: none"> <li>Teachers have been busy. Out of school involvement with extra curricular activities e.g. Chinese Extravaganza, Trivia Quiz night, and these have been well supported</li> <li>Phone policy (phones away for the day) is continuing to be successful – teachers are enjoying the fact that students are interacting more with each other and staff. Students are asking teachers if they can use their phone for learning</li> <li>End of Term 2 was full of sickness – teachers and students – however, holidays helped and larger numbers of staff and students are now back at school</li> <li>Student teachers are in the school at this time</li> </ul> <p>The Board acknowledges and offers thanks to the staff for the work they do.</p>	
13.	<p><b>RESOURCES</b></p> <p><b>Enrolment:</b></p> <ul style="list-style-type: none"> <li>No meeting this month</li> </ul> <p><b>Finance and Property:</b></p> <ul style="list-style-type: none"> <li>Murray spoke to the report</li> </ul> <p>Action: F&amp;P to discuss with the International department a possible increase of the cap on numbers. Report to come back to the August meeting – Murray / Brenda</p>	

	<p><i>Move: That the Finance and Property report be accepted</i></p> <p style="text-align: right;"><i>Murray Burt / Tovia Va'aelua CARRIED</i></p> <p><b>International Students:</b></p> <ul style="list-style-type: none"> <li>No further discussion</li> </ul> <p><i>Move: That the International report be accepted</i></p> <p style="text-align: right;"><i>Chair CARRIED</i></p>	
<b>14.</b>	<p><b>COMMUNITY:</b></p> <p><b>Old Girls Association:</b></p> <ul style="list-style-type: none"> <li>Tahei welcomed Julie Goodyer to the meeting</li> <li>Julie explained the purpose of the archiving of historical documents, for e.g. class photos, magazines. Currently don't have an onsite archivist – previous archivist retired in 2016. Recollect, a professional scanning company, are doing the scanning for EGGS, with the move to have the archives hosted on Recollect</li> <li>Query about the name 'Old Girls' and whether it may be a hindrance to past students joining due to the nature of the name. Suggestion of using 'alumnae' or something similar. Julie shared that it has been discussed in length prior to the centenary and at several AGM's but there has been no strong consensus for a change currently.</li> </ul> <p><i>Move: That the Old Girls Association report be accepted</i></p> <p style="text-align: right;"><i>Chair CARRIED</i></p> <p><b>Foundation:</b></p> <ul style="list-style-type: none"> <li>No further discussion</li> </ul> <p><i>Move: That the Foundation reports be accepted</i></p> <p style="text-align: right;"><i>Brenda McNaughton / Tovia Va'aelua CARRIED</i></p> <p>The Board acknowledges the work of the OGA and for Julie's time at the meeting tonight to answer questions</p>	
<b>15.</b>	<p><b>OTHER BUSINESS:</b></p> <ul style="list-style-type: none"> <li></li> </ul>	
<b>16.</b>	<p><b>CORRESPONDENCE:</b></p> <p>Review team will be coming into EGGS this Thursday and Friday to begin consultation with leadership, staff, students, parents (who are team managers and coaches)</p> <p>Self-review is a planned and deliberate process which involves purposeful, critical reflection. It involves gathering, analysing and interpreting evidence to determine what is going well, what needs further improvement or development and to prioritise areas of greatest need. Ultimately, it helps a school realise its vision for the students, to live the school's values and achieve its goals including its student achievement targets.</p> <p><i>Move: That the inwards and outwards correspondence be accepted</i></p> <p style="text-align: right;"><i>Chair CARRIED</i></p>	
<b>17.</b>	<p><b>CLOSING KARAKIA:</b> Ria Pou closed the meeting with karakia</p>	

**Finish:** 7.05pm

**In Committee:** Nil

**NEXT BOARD MEETING:** 27 August 2024

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*Signed:*

***Tahei Simpson***

*Presiding Member*

A handwritten signature in black ink, appearing to be 'Tahei Simpson', written in a cursive style.

***Dated:***

27 August 2024