



Epsom Girls Grammar School

Te Kura Tuarua o Ngā Taitamāhine o Maungawhau

APPROVED MINUTES

*A Meeting of the School Board
held in the Boardroom of Epsom Girls Grammar School
on 25 June 2024 from 5.30 pm*

1.	<p>PRESENT: Tovia Va'aelua (Deputy Chair – took the Chair in Tahei's absence), Michael Alofa (left the meeting at 6.35pm), Murray Burt, Michael Chen (online from 6.30pm), Kirstin Kane, Ria Pou (Co-Opted Whānau Rep); Sara Tuitupou (Co-Opted Pasifika Rep), Brenda McNaughton (Principal), Rachel Heeney (Staff Rep - arrived 5:40pm from Subject Teacher Conferences), Jasmine Huang (Student Rep), Catherine Readhead (Board Secretary)</p> <p>APOLOGIES: Tahei Simpson (Board Chair), Andy Patrick</p> <p>VISITORS: Rainger & Rolfe – Ant, Lauren, Georgia (left at 6:25pm)</p>	
2.	<p>OPENING KARAKIA: Murray Burt opened the meeting with a karakia</p> <p>BLESSING OF KAI: Ria Pou blessed the kai</p>	
3.	<p>MINUTES</p> <ul style="list-style-type: none">Minutes of Board meeting held 28 May 2024. <p><i>Move: That the Minutes of the May 2024 Board Meeting be confirmed as a true and accurate record</i></p> <p style="text-align: right;"><i>Chair CARRIED</i></p> <p>MATTERS ARISING FROM THE MINUTES:</p> <ul style="list-style-type: none">No matters arising	
4.	<p>CONFLICTS OF INTEREST</p> <ul style="list-style-type: none">No conflicts of interest to declare	
	<p>RAINGER & ROLFE BRAND STRATEGY PRESENTATION: 5.30pm – 6.25pm</p> <p>Ant Rainger and Lauren presented to the Board</p>	
	<p>Maori and Pasifika Committee Report:</p> <ul style="list-style-type: none">Michael to spoke to the report <p><i>Move: That the Maori and Pasifika report be accepted</i></p> <p style="text-align: right;"><i>Michael Alofa / Tovia Va'aelua CARRIED</i></p>	
5.	<p>DECISIONS TO BE MADE AT THIS MEETING:</p> <p>Policies for review:</p> <ul style="list-style-type: none">i) Travel: Draft Policyii) Complaints: Draft Policyiii) International: Draft Policy (this policy is set to replace all of the Education Recruitment Agencies, Enrolment, Refund and Fee Protection Policies for International Fee Paying Students) <p><i>Move: That the Travel, Complaints, and International policies be accepted</i></p> <p style="text-align: right;"><i>Chair CARRIED</i></p>	

	<p>Action: update policies and send to Board Chair for signature – Board Secretary</p> <p>c) External reviews proposed for identified areas of need, starting Term 3 2024</p> <p>d) EOTC June trips: EOTC proposals (new link includes Paradisium Choir who have made the Nationals of the Big Sing Competition)</p> <p><i>Move: that the EOTC proposals including the recent inclusion of Paradisium Choir to the Big Sing Nationals be approved</i></p> <p style="text-align: right;"><i>Tovia Va'aelua / Murray Burt CARRIED</i></p>	
6.	<p>LEADERSHIP</p> <p>Principal's Report (including Health and Safety, Curriculum Matters, Enrolment)</p> <ul style="list-style-type: none"> Brenda spoke to the report <p>Query about staff on extended sick leave and whether the school is covering the gaps. Board was assured that the school has sufficient processes to cover this.</p> <p><i>Moved: That the Principal's report be accepted</i></p> <p style="text-align: right;"><i>Brenda McNaughton / Sara Tuitupou CARRIED</i></p>	
7.	<p>Epsom House:</p> <ul style="list-style-type: none"> Report taken as read <p><i>Move: That the Epsom House report be accepted</i></p> <p style="text-align: right;"><i>Chair CARRIED</i></p>	
8.	<p>BOARD ISSUES</p> <p>Governance: School Board Student Rep Election - nomination of Returning Officer</p> <p><i>Move: that Catherine Readhead be appointed the Returning Officer for the upcoming Board Student Representative elections in September 2024</i></p> <p style="text-align: right;"><i>Chair CARRIED</i></p>	
9.	<p>LEARNING & EXCELLENCE</p> <p>CO-CURRICULUM:</p> <p>Arts & Culture Report: no report this month</p> <p>Sports Report:</p> <ul style="list-style-type: none"> Request for student participation statistics for sports teams <p><i>Move: That the Sports report be accepted</i></p> <p style="text-align: right;"><i>Tovia Va'aelua / Murray Burt CARRIED</i></p>	
10.	<p>STUDENT ACHIEVEMENT</p> <p>Student Report:</p> <ul style="list-style-type: none"> Jasmine spoke to the report <p><i>Move: That the Student report be accepted</i></p> <p style="text-align: right;"><i>Jasmine Huang / Rachel Heeney CARRIED</i></p>	

11.	STAFF Staff Report: Verbal report <ul style="list-style-type: none"> Teachers with sick students, giving the message that “If you are sick, stay home”. This is for the teacher’s own health and well-being and for their families, as well as for the students themselves. Staff have been advised that Board minutes and reports are available to view on the website if they would like to see them The Board is welcome to attend school Board funded morning tea on Thursday 27 June. 	
13.	RESOURCES Finance and Property: <ul style="list-style-type: none"> Murray spoke to the report <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> International Students: <ul style="list-style-type: none"> Taken as read <p><i>Move: That the International report be accepted</i></p> <p style="text-align: right;"><i>Chair CARRIED</i></p>	
14.	COMMUNITY: Old Girls Association: <ul style="list-style-type: none"> Taken as read <p><i>Move: That the Old Girls Association report be accepted</i></p> <p style="text-align: right;"><i>Chair CARRIED</i></p> Foundation: no report this month	
15.	OTHER BUSINESS: <ul style="list-style-type: none"> No further business 	
16.	CORRESPONDENCE: <ul style="list-style-type: none"> Ria and Kirstin gave feedback from the NZSBA Conference <p><i>Move: That the inwards and outwards correspondence be accepted</i></p> <p style="text-align: right;"><i>Tovia Va’aelua / Kirstin Kane CARRIED</i></p>	
17.	CLOSING KARAKIA: Tovia Va’aelua closed the meeting with karakia	

Finish: 7.50pm

In Committee:

NEXT BOARD MEETING: Tuesday 30 July 2024

Signed:

Tahei Simpson

Presiding Member



Dated: 30 July 2024