



# 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 31 October 2024 from 5.30 pm*

1.	<p><b>PRESENT:</b> Tahei Simpson (Board Chair), Michael Alofa, Murray Burt, Kirstin Kane, Andy Patrick – left the meeting 7.15pm, Ria Pou (Whānau Rep), Sara Tuitupou (Co-Opted Pasifika Rep), Brenda McNaughton (Principal), Rachel Heeney (Staff Rep), Jasmine Huang (Student Rep), Catherine Readhead (Board Secretary)</p> <p><b>APOLOGIES:</b> Tovia Va’aelua (Deputy Chair), Michael Chen, Karyn Dempsey (Deputy Principal)</p> <p><b>VISITORS:</b> Julie Goodyer, Virginia Bishop – left the meeting at 7.20pm</p> <p>Julie and Virginia were granted speaking rights to speak to their reports and respond to queries relating to OGA and Foundation</p>	
2.	<p><b>OPENING KARAKIA:</b> Tahei Simpson opened the meeting with a karakia</p> <p><b>BLESSING OF KAI:</b> Michael Alofa blessed the kai</p>	
3.	<p><b>MINUTES</b></p> <ul style="list-style-type: none"><li>Minutes of Board meeting held <b>24 September 2024.</b></li></ul> <p><i>Move: That the Minutes of the September 2024 Board Meeting be confirmed as a true and accurate record</i> <i>Chair CARRIED</i></p> <p><b>MATTERS ARISING FROM THE MINUTES:</b></p> <ul style="list-style-type: none"><li>Group 5 – Action 1 – 3 have been actioned –</li><li>EOTC approval process – add that to work plan in 2025 – including DP’s meeting with Whangarei High to hear about their experiences</li><li>History of long serving staff – in Principal’s report</li><li>Sports – Brenda informed Clarissa</li><li>Barrier Arms – more conversations to be had and AT was contacted</li><li>Correspondence action – has been actioned 1. Waiting to hear, 2. Reports have been discussed</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>In Committee discussion</li><li>EOTC approvals</li></ul> <p>Flights have changed so a large layover in HongKong – 15 hours – will leave the airport, however conversations are being had around options to utilize the time – A stay in airport, B book hotel rooms and book tourist attraction close to airport, C book hotel rooms and stay in the hotel – extra \$200 per person</p> <p><i>Move: That the Board approve the upcoming overnight trips and the updates to the international trip as proposed as listed in the EOTC report.</i></p> <p><i>Tahei Simpson / Kirstin Kane CARRIED</i></p> <p>ACCOS role appointment approval:</p>	

	<p>Lisa Murphy who holds this role is on study leave in 2025. Therefore Leanne Smith has applied for the role.</p> <p><i>Move: That the Board accept and approve Leanne Smith's application for the role of ACCOS Leader for 2025-2027</i></p> <p><i>Brenda McNaughton / Rachel Heeney CARRIED</i></p>	
6.	<p><b>LEADERSHIP</b></p> <p><b>Principal's Report</b></p> <ul style="list-style-type: none"> <li>• Thanks given to the Board for either their attendance at the Senior Prizegiving or offering apologies.</li> <li>• Year 8 entrance testing – English, Maths, Reasoning held today and tomorrow</li> <li>• Starting to appoint Permanent and Fixed Term staff for 2025</li> </ul> <p>Action: to include a section in report on the ongoing relationship between EGGS, Ngati Whatua-Orakei and the Tiriti connection between both – Principal</p> <p><i>Stevie Mabey's father will work with the school to support students to receive scholarships in future years (Crimson?)</i></p> <p><i>Moved: That the Principal's report be accepted</i></p> <p><i>Brenda McNaughton / Michael Alofa CARRIED</i></p>	
8.	<p><b>BOARD ISSUES</b></p> <p>Governance: Work Plan -</p> <ul style="list-style-type: none"> <li>• Audit Of 2024 Annual Plan – 1 February 2025 – 9.00am – 12.00pm – SLT to be invited</li> </ul> <p>Staff And Student Wellbeing Survey – went out today (students yesterday) – results to be reported back to November Board meeting</p>	
9.	<p><b>LEARNING &amp; EXCELLENCE</b></p> <p><u>Curriculum:</u></p> <p><b>Curriculum Matters:</b> see Principal's Report</p> <p><b>Maori and Pasifika Committee Report:</b></p> <ul style="list-style-type: none"> <li>• Michael Alofa and Sara provided a verbal report.</li> <li>• Pasifika Celebration Evening – wonderful to see our Pasifika students and families being acknowledged and supported in their academic and co-curricular learning</li> <li>• Noted that the space was not quite big enough so would like to look at a bigger venue next year</li> <li>• Have connected with the Pasifika prefects for 2025 looking forward to working with them next year</li> <li>• Monday October 21, 2024, we hosted our first Pacific Prizegiving next door.</li> <li>• Acknowledge Ms Bartch and her team for putting it all together.</li> <li>• A special acknowledgment to our Board member Sara for supporting Ms Bartch and the team on behalf of the board.</li> <li>• I had an opportunity to provide some feedback but in all, a wonderful night was had by all.</li> <li>• Given it our first time in history, there were some wonderful awards presented on the night from, academic achievement, to co-curricular, sports, Arts, service and pastoral.</li> <li>• The event can only get better from hereon in.</li> <li>• I want to acknowledge and thank the Maori &amp; Pacific Committee for your oversight and support to this historical event for our pacific community</li> </ul> <p><b>Co-curriculum:</b></p> <p><b>Arts &amp; Culture Report</b> – no report this month</p> <p><b>Sports Report</b></p> <p><i>Move: That the Sports report be accepted</i></p> <p><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 – students are querying why PE is compulsory in Year 12 yet Maths isn't. SLT are looking into this as a curriculum matter. Several schools make it optional from Year 11.</li> </ul> <p>Action: Curriculum committee to discuss this at their meeting next Tuesday 5 Nov Action: Board Chair to respond to Charlotte's message to the Board – Tahei</p> <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></p> <ul style="list-style-type: none"> <li>Rachel gave a verbal report. Staff are exhausted yet exhilarated coming to the end of year. Staff appreciate the PD that EGGS have provided. Staff appreciate the support for EH, for e.g. leavers dinner. Staff appreciate the Board's 'shout' for the end of year Christmas lunch.</li> </ul> <p>Action: Principal to explore end of year gift options for all staff as an extra thank you from the Board and send proposal to Virginia (Foundation)</p>	
13.	<p><b>RESOURCES</b></p> <p><b>Finance and Property:</b></p> <ul style="list-style-type: none"> <li>Murray spoke to the report</li> </ul> <p><i>Move: That the Finance and Property report be accepted</i></p> <p style="text-align: right;"><i>Murray Burt / Ria Pou CARRIED</i></p> <p><b>International Students:</b></p> <ul style="list-style-type: none"> <li>Brenda spoke to the report</li> </ul> <p><i>Move: That the International report be accepted</i></p> <p style="text-align: right;"><i>Michael Alofa / Brenda McNaughton CARRIED</i></p>	
14.	<p><b>COMMUNITY:</b></p> <p><b>Old Girls Association:</b></p> <ul style="list-style-type: none"> <li>Julie spoke to her report</li> </ul> <p>The Board would like to acknowledge the OGA and Foundation for their support for EGGS</p> <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>Virginia gave a verbal report</li> </ul> <p><b>Te Whanau Awhina:</b></p> <p>Preparation for an amazing Mihi Aroha and Ka Hikitia Awards Request to the board for funding to replace piu piu and kakahu (clothing) for the Kapa Haka Ropu</p> <p>Action: Ria to provide a proposal to the OGA and Foundation for funding to support the design and purchase of new piu piu and kakahu</p> <p style="text-align: right;"><i>Ria Pou / Michael Alofa CARRIED</i></p>	

