



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 24 September 2024 from 5.40 pm*

1.	<p>PRESENT: Tahei Simpson (Board Chair); Murray Burt, Michael Chen (online), Kirstin Kane, Ria Pou (Co-Opted Whānau Rep); Sara Tuitupou (Co-Opted Pasifika Rep) – arrived 5.43pm, Tovia Va’aelua (Deputy Chair) (online), Brenda McNaughton (Principal), Rachel Heeney (Staff Rep), Jasmine Huang (Student Rep), Catherine Readhead (Board Secretary)</p> <p>APOLOGIES: Andy Patrick, Michael Alofa</p> <p>VISITORS: Julie Goodyer, Virginia Bishop, Karyn Dempsey, Letitia Isa - OGA President (online)</p>	
2.	<p>OPENING KARAKIA: Tahei Simpson opened the meeting with a karakia</p> <p>BLESSING OF KAI: Tahei Simpson blessed the kai</p>	
3.	<p>MINUTES</p> <ul style="list-style-type: none">Minutes of Board meeting held 27 August 2024. <p><i>Move: That the Minutes of the August 2024 Board Meeting be confirmed as a true and accurate record</i> <i>Kirstin Kane / Murray Burt 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 to declare	
5.	<p>DECISIONS TO BE MADE AT THIS MEETING:</p> <p>SLT restructure proposal</p> <ul style="list-style-type: none">request for approval from the Board to advertise for an Associate Principal starting 2025, to be Board funded until funds provided by MoE can be reallocated to their intended use. <p><i>Move: that the Board approves the proposal, subject to confirmation of available funding and HR advice around</i> <i>Chair CARRIED</i></p> <p>Action: Principal follow up regarding funding and HR advice Action: F&P to confirm via email by Friday 26 Sept 2024 Action: timeline and structure to be given to the Personnel Committee once decided</p> <p>EOTC approvals (see Principal’s Report)</p> <ul style="list-style-type: none">Board to be given the opportunity to view the detail of all EOTC trips <p>Action: explore an opportunity to review the EOTC approval process and add to workplan - Brenda</p> <p><i>Move: That the Board approve the upcoming overnight trips as listed in the EOTC report.</i></p> <p>Chair CARRIED</p>	

6.	<p>LEADERSHIP</p> <p>Principal's Report</p> <ul style="list-style-type: none"> • Taken as read <p>Action: include history of long serving staff who are retiring (for e.g. Deb Orr) in Nov 24 report – Brenda</p> <p>Moved: That the Principal's report be accepted</p> <p style="text-align: right;">Brenda McNaughton / Jasmine Huang CARRIED</p>	
7.	<p>BOARD ISSUES</p> <p>Health and Safety: See Principal's Report</p> <p>Governance:</p> <ul style="list-style-type: none"> • Discussions in committee 	
8.	<p>LEARNING & EXCELLENCE</p> <p><u>Curriculum:</u></p> <p>Curriculum Matters: see Principal's Report</p> <p>Curriculum Committee Report:</p> <ul style="list-style-type: none"> • Taken as read <p>Move: that the Curriculum Committee report be accepted</p> <p style="text-align: right;">Kirstin Kane / Brenda McNaughton CARRIED</p> <p>Maori and Pasifika Committee Report:</p> <ul style="list-style-type: none"> • Taken as read <p>Whanau Awhina Report</p> <ul style="list-style-type: none"> • In Committee <p>Pasifika Report</p> <ul style="list-style-type: none"> • Taken as read <p>Move: that the Maori and Pasifika Committee and Pasifika reports be accepted</p> <p style="text-align: right;">Chair CARRIED</p> <p>Co-curriculum:</p> <p>Arts & Culture Report:</p> <ul style="list-style-type: none"> • Taken as read <p>Sports Report</p> <ul style="list-style-type: none"> • Taken as read <p>Move: That the Arts and Culture and Sports report be accepted</p> <p style="text-align: right;">Chair CARRIED</p> <p>The Board acknowledges the work of the staff, management, students, and parent helpers that participated in the Winter Tournament week</p> <p>Action: Brenda to inform Clarissa (Director of Sport)</p>	
10.	<p>STUDENT ACHIEVEMENT</p> <p>Student Report:</p>	

	<ul style="list-style-type: none"> Taken as read <p><i>Move: That the Student report be accepted</i></p> <p style="text-align: right;"><i>Jasmine Huang / Sara Tuitupou CARRIED</i></p> <p>The Board warmly welcomes Jasmine Huang back as the School Board Student Representative for 2024/2025</p>	
11.	STAFF <p>Staff Report:</p> <ul style="list-style-type: none"> No report this month however staff are looking forward to a wellbeing survey 	
13.	RESOURCES <p>Enrolment</p> <ul style="list-style-type: none"> The Board congratulates and thanks Wendy Smith for her hard work during the enrolment and ballot intake for 2025 <p>Finance and Property:</p> <ul style="list-style-type: none"> Barrier Arm and one way proposal <p>Action: further discussion regarding barrier arms needed – F&P Committee Action: contact AT to follow up any potential access issues for Silver Road</p> <p><i>Move: That the Finance and Property report be accepted</i></p> <p style="text-align: right;"><i>Murray Burt / Brenda McNaughton CARRIED</i></p> <p>International Students:</p> <ul style="list-style-type: none"> No report this month 	
14.	COMMUNITY: <p>Old Girls Association:</p> <ul style="list-style-type: none"> Taken as read <p>Foundation:</p> <ul style="list-style-type: none"> Taken as read Sue Morse has resigned as Foundation Administrator. Recruitment is underway. <p><i>Move: That the Old Girls Association minutes and Foundation reports be accepted</i></p> <p style="text-align: right;"><i>Takei Simpson / Kirstin Kane CARRIED</i></p>	
15.	OTHER BUSINESS: <ul style="list-style-type: none"> Event to connect Board, Foundation, OGA, PTA, SLT (Thursday 7 November or Friday 8 November 2024 - 6.00pm) as a possible date, evening Event to celebrate the mural will be organized in Term 4 2024 	
16.	CORRESPONDENCE: <p>Action: Sport Review Report to go to the Co-Curricular Committee for discussion and recommendation to the Board</p> <p>Action: IT Review Report to go to Co-Curricular and/or Finance and Property committee for discussion and recommendation to the Board</p>	
17.	CLOSING KARAKIA: after In-Committee	

Finish: 7.00pm

In Committee: 7.05pm

NEXT BOARD MEETING:

Signed:

Tahei Simpson

Presiding Member

A handwritten signature in black ink, appearing to be 'Tahei Simpson', written over a horizontal line.

Dated: 31 October 2024