



Garin College Board

Tuesday 20 February 2024, 5.30pm

MINUTES

Opening Prayer	Garin College Prayer - Led by Ros Allen-Hall, recited as a group
Welcome/Introductions	Board Task Checklist Completed for 2023 - attached termly checklist intention is to keep the board succinct with mahi School Governance Booklet - will be available at each meeting as a reference document Appointing of Presiding Member 2024 Ros stood down, a call for nominations. Matt nominated Ros, Angela seconded. Ros accepts - all in favour. Carried. Deputy Presiding Member: Nich nominated Matt, Craig seconded. Matt accepted Code of conduct for Board Members Signed and dated by all board members present.
Present/Apologies	Attendance: John Maguire, Matthew McTague, Angela Osborne, Ros Allen-Hall, Craig Maxwell, Rosa Capstick, Nich Campbell, Ngaia Richardson Minute Taker: Bridget Scaife Apologies: Natalie Ogden-Bell, Sarah Rankin, Nadia Hay Conflicts of Interest: • Discussion around conflicts of interest • Conflicts to be disclosed at the beginning of every meeting according to Agenda content
Minutes of Previous Meeting	Resolved to accept the December 2023 minutes of the meeting held on Thursday 14th December 2023 as true and accurate records. <i>Moved: Nich Seconded: Angela</i>
Matters Arising from Previous Meeting	No matters arising Uniform action for SLT carried over
Presentations to the Board	Nil Discussion around how HoF will report to the board 2024
Matter for Decision	Board Committees, Roles and Delegations 2024 Garin College Educational Trust Nich nominated by Matt, Craig seconded. Cultural Committee, Ngaia to co-op, Sarah nominated, seconded Ros. The Board approves the Principal Delegations 2024. <i>Moved: Angela Seconded: Craig</i>
Matters for Information	4.1 Progress on Strategic Goals 2024 4.1.1 Enrolment Procedure (Revised Dec 2023) • Discussion around updated Enrolment Policy, new Preference priorities/processes and feeder school numbers. Available on the school website. 4.2 Finance Report • New Business Manager fitted in seamlessly, positive handover from previous manager. • Unforeseen expenses regarding ICT 4.2.1 Board Finance Report December 4.2.2 2024 Forecast Board <i>Moved: Angela Seconded: Craig</i> 4.3 Learning, Curriculum & Assessment 4.3.1 2023 NCEA Provisional Results & Analysis • Achievement in NCEA and UE: Garin College well above National measures, trend consistent and above equity level • Level 1 data analysed. Attendance and ongoing interventions discussed 4.3.2 Relationships & Sexuality Programme 2024

	That the Board ratify the Board Draft Garin College Statement <u>Health & Sexuality Programme</u> 2024/25 (Dec 2023) as being the Board Statement for the delivery of the Health Curriculum 2024/2025. <i>Moved: Matt Seconded: Ngaia Unanimous approval</i> 4.3.3 Relationships & Sexuality Education - 2024-25 Consultation - Broad feedback received from the school community, positive engagement. - Programme will be delivered for next 2 years
	4.4 Health & Safety Matthew will attend first Health & Safety meeting 3:30pm-4:30pm Thursday 29 February
	4.5 Property and Grounds - Waiting on upgrade of alarm system for building warrant of fitness (subject to replacement). ADW to finance. - Site is looking good, up and running for the year. - Reclad of Pompilier Building will continue through term 1 and partly into term 2 - Sound proofing in music room should be completed term 1
	4.6 Principal's Report - Current roll 653 including 18 International Students. - Roll is fixed for Year 9 2024 - Attendance targets in place, MOE measures to be installed. Data specialist employed 8 hours per week to present attendance data (from the SMS) to SLT and the board. MoE four Categories of Attendance/Non attendance. Intending to work with the 70-90% attendees. 4.6.1 EOTC Overnight Trips 4.6.2 Principal PLG 2023 - Assurance of Completion for 2023 Principal's Professional Growth Cycle 4.6.3 School Equity Index Band and Group Garin Data - Garin College EQI Number is 427 - Garin sits in the Below Average Equity Band - Garin has 'below average' socioeconomic barriers to achievement 15 minutes added 7:38pm (7:53pm) 'Away for the Day' new draft cellphone practices and exemptions introduced and discussed Rosa left meeting 7:48pm, returned 7:50pm
	4.7 Hostel Trust Update - Update will be shared once Hostel Trust has met. - Angela is now a Hostel Trust Board member independent of Garin College Board but will continue to report to College Board.
	4.9 Student Representative Update - Powhiri (13, 12 and Year 9) was timely for proceedings to have a smaller group. - Year 13 Journey is great because Year 13 all go together as a cohort, not like other year groups. At Lake Rotoiti, kayaking, paddleboarding, lovely weather. - Ash Wednesday Liturgy.
	4.10 Staff Representative Update (nil due to staff rep apologies)
	4.11 SchoolDocs 4.11.1 SchoolDocs Board Assurances 2024 Review Schedule and Board Assurances
General Business	Board work plan - will use as required in conjunction with Task Checklist (Termly) 2024 Prayer Schedule
In Committee	Time in: 8.02pm Time Out: 8:10pm
Administration	7.2 Correspondence 7.2.1 NZCEO Newsletter Term 1 Issue 1 2024 7.2.2 NZCEO Information Sharing between Proprietor and the Board
Meeting closure	Prayer: John Maguire Closed: 8:14pm
Next Meeting Date	Tuesday 26 March

Signed:  Presiding Member Date: 26 03 24

ACTION POINTS:

Board Members folder - share School Governance Booklet	Bridget
Code of Conduct still to be signed by Natalie, Sarah and Nadia	
<i>SLT will review Uniform policy and bring changes/clarifications back to board as recommendations (check legislation on SchoolDocs) - brought over from Dec minutes</i>	SLT
Health and safety walk around the grounds (allow 30 mins) before meetings on 26th March & 17th September (5pm start)	All board
School docs policies for review will be completed at Board meeting (to be added to the Agenda,early)	Bridget/Andie
Decision to be made around how HoF will report (send the reporting template to board)	Board & Sarah
Confirm to co-opt Rob O'Grady on Property Committee	Andie
Send out 2024 Board Committees, Roles and Delegations email to non-present board members	Ros
Dates of Health & Safety meetings	Andie
Add all members to Board Committees and Delegations	Bridget
As appointments are advised invite Board members if they want to be on ad hoc committee	Ros
Email Hostel trust chair (cc John and Ros) inform that you will be reporting to the Garin College board - 2024	Angela
Email John Pope to intro Nich Campbell as Board Representative for GCET	Ros
Check deed regarding Garin Principal membership required on GCET	John
Cultural Committee to be created	Ngaia
Nadia - check that she still wants to be on Property Committee	Ros
Thank Markelle for all her work on the Relationships and Sexuality Education document	Ros
Matthew will attend first Health & Safety meeting 3:30pm - 4:30pm Thursday 29 February	Andie
School Docs Induction for Rosa (and anyone else who needs it)	Jeremy

2024 Meeting Dates: 1: 20 Feb, 2: 26 Mar, 3: 14 May, 4: 25 June, 5: 6 Aug, 6: 17 Sept, 7:5 Nov, 8: 12 Dec

