



Garin College Board

Thursday 12th December 2024, 5pm

MINUTES

Opening Prayer	John Maguire
Present/Apologies	Attendance: John Maguire (Tumuaki/Principal), Ros Allen-Hall (Presiding Member) (stepped out at 7.04pm back in at 7.07PM, Matthew McTague (arrived at 6.26pm), Angela Osborne, Natalie Ogden-Bell, Sarah Rankin (arrived at 5.47pm) (stepped out at 6.56pm back in 7.07pm) , Craig Maxwell, Ben Gray Apologies: Ngaia Richardson, Nich Campbell, Nadia Hay Minute Taker: Katrina Rowley Conflicts of Interest: To be transparent, Angela Osborne's husband works for Te Pukenga and is a mentor for Nga Tahu. (Gateway / Careers Reports)
Minutes of Previous Meeting	Resolved to accept the November 2024 minutes of the meeting held 5th November as true and accurate records. <i>moved: John Seconded: Craig</i>
Matters Arising from Previous Meeting	Action point relating to the 5-year and 10-year property plan (carried over to the February 2025 board meeting for further review and action)
Matters for Information	4.1 Progress on Strategic Goals Attendance Performance: Attendance targets have not been met as of this meeting, data and analysis in place to support future improvements. action of a funded employee and "Parrot"programme to provide better data and aim to improve attendance rates. Regional Initiative: Local Secondary schools are working together with MP (Nick Smith) to improve attendance rates. Funds have been allocated by the Ministry of Education (MOE), these funds are being pooled by all schools to collaborate on this effort. 4.2 Finance Reports 4.2.1 GC Finance Report Oct 2024 The board approved the Finance Report to October 2024 as presented <i>moved Craig seconded Ben</i> - Financial health guidelines and endorsements of the use of the 6 measures as guidance for determining financial health was presented. 4.2.2 Cleaning Contract Analysis - Discussed. All in favour of signing the contract <i>moved John seconded Angela</i> 4.2.3 International Student Fees 2026 Taken as read <i>moved Craig seconded Natalie</i> 4.2.4 Annual Leave Policy Endorsement given for the Annual Leave Carry-Forward Policy <i>moved Sarah seconded Craig</i> 4.2.5 2025 Budget Draft taken as read <i>moved Craig seconded Ben</i> 4.2.6 Principal Wellbeing Fund Annual Declaration taken as read <i>moved Angela seconded Ben</i> 4.2.7 Cyclical Maintenance Plan 31.12.24 The Cyclical Maintenance was approved for the 2024 school year. <i>moved Angela seconded Sarah</i> Ben Gray and Angela Osbourne were nominated to be board representatives to perform 3 checks annually as per the Expenditure Policy 4.3 Learning, Curriculum & Assessment - Reports Read - Successes and support throughout the school discussed, noted that there has been a clear investment to support student development and achievement across these key areas. 4.4 Health & Safety Taken as read 4.5 Property and Grounds Taken as read - Good progress towards the completion of the four classrooms Contingency plans are in place if the deadline is not met.

	4.6 Principal's Report and Special Character Taken as read. - New Enrolments: New enrolments for Year 9 students currently 134. The board discussed the potential to address available places by reviewing the waitlist and considering filling in different Year levels. - Staffing Vacancies: All 2025 vacancies for staffing have been filled. The board acknowledged the success in ensuring that all staffing needs for the upcoming year are fully covered.
	4.7 Cultural Committee
	4.8 Hostel Trust Update - The hostel family is in good spirits, and morale is positive. - The new chef has been a positive addition, A parent survey has been sent to parents - Boarding numbers are down, but there is proactive marketing in place to support the Director of Boarding.
	4.9 Student Representative Update - The recent prize giving was described as having a great atmosphere. It was an exciting event, especially for the Year 13 students who are leaving. - The 2025 Student Leaders Camp took place in Otaki last week and was a successful and inspiring event for the students. - The volleyball competition in Christchurch was a huge success for Garin, marking a significant highlight for the school.
	4.10 Staff Representative Update - Sarah thanked Board for forwarding the email to all staff, expressing gratitude for their hard work and dedication - A special thanks was extended to Lou and John for providing and cooking the Christmas lunch for all staff. - Staff are excited about the progress of the new classrooms. It was noted that staff meetings will also trial using the new, larger spaces for meetings and events. - Office spaces for the management team were raised. The Board acknowledged that these spaces need further consideration.
	4.11 SchoolDocs Taken as read Whānau engagement on School Docs was noted
General Business	
Public Excluded section	<i>Motion that the public be excluded from the following parts of the proceedings of this meeting, namely, Public Excluded Section-Staffing to protect the privacy of natural persons under section 48(1) of the Local Government Official Information & Meetings Act 1987.*</i> Public excluded section commenced at: 6.16pm Moved out of public section at: 6.38pm <i>Moved: John Seconded: Ros Carried:Unanimous</i> Public excluded section commenced again at 7.07pm Moved out of public section at 7.22pm <i>Moved: Sarah Seconded: Ros Carried:Unanimous</i>
Matter for Decision	Proposal of combined Garin/Nayland Spain Trip Discussed, current proposal not supported at this time.
Administration	Correspondence Taken as read
Meeting closure	Reflection and gratitude: Ros Allen-Hall Closed: 7.28pm School Prayer
Next Meeting Date	18th February 2025

Signed:  Presiding Member Date: 18/02/2025

ACTION POINTS:

Update all Board members with outcomes of the property/building meeting tomorrow.	John
5 year and 10 year property plan to be attached to the next agenda	John
Acknowledgement of whanau engagement in reviewing policies to be included in next Principal panui	John
Check Professional Indemnity Insurance for Paramount Services	John
Reply letter regarding combined Garin/Nayland Spain trip	Ros

2025 Meeting Dates: 18 Feb, 25 March, 27 May, 24 June, 29 July, 9 Sept, 28 Oct, 11 Dec