



Rāwhiti School

MINUTES OF THE MEETING OF THE RĀWHITI BOARD HELD ON THURSDAY 25 FEBRUARY 2021 AT 6:00 PM

PRESENT: Cheryl Lineham (Presiding Member), Jess Poff (Deputy-Presiding Member), Tim Scott,, Jen Evans, Thomas Parata,, Vanessa Manning and Kylie O'Keeffe

ATTENDANCE: Paul Wilkinson, Acting Principal
Merelyn Redstone (Minute Secretary)

APOLOGIES: Nil

1. KARAKIA AND WAIATA
Thomas Parata

2. PRESIDING MEMBER:

Nominated: Cheryl Lineham and Jess Poff. Jess Poff declined the nomination. Cheryl Lineham was elected unopposed.

3. DEPUTY PRESIDING MEMBER:
Jess Poff was nominated and elected unopposed.

CONFLICT OF INTEREST
Tim Scott in matters relating to landscaping.

4. MINUTES OF THE PREVIOUS MEETING

Motion: Moved Chairperson

That the minutes of the Rawhiti School Board of Trustees meeting held on Thursday 10 December 2020 be accepted as a true and correct record of that meeting with the correction that Helen and Paul will both be attending the meeting rather than turn about.

Carried

Matters Arising Nil

5. CORRESPONDENCE

Inwards

- An advert for some Board training
- A letter to be dealt with In Committee
- A letter from Caden & Robbie, current students, asking for support for a Can Cage to raise money from collection of Cans. Paul will speak with them to investigate further. There was agreement in principle.

Outwards

- Nil

Matters Arising

- Nil

6. ACTING PRINCIPAL'S REPORT

As per the previously circulated report which was taken as read. Paul spoke to the following points:

- **Analysis of Variance** – The analysis has been circulated. Paul referred to the Table on page 4 which was a summary of the Data points. He wants to explore the implications with teachers. School leadership teams from a number of schools have been working together and this year it will be extended across teachers to set goals, learn and review.

Maths – DIMIC is an ongoing project with Helen Hogarth and Eugene leading for the staff. There are coaching lessons from DIMIC facilitators.

The target focus is for the students not achieving success in Poutama Reo.

- **Playground** – a child slipped and fell and got a gouge to the leg. This was reviewed by Playco. Photos were produced to show parts of playground equipment that was worn, although not considered a health and safety risk. A frame with a wooden ladder was removed as a health and safety risk.

Motion: Moved Paul/Thomas That the Board agree to replacing the worn parts of the equipment to a cost of \$3,000.

Carried

- **Landscaping** - Tim spoke about the ongoing plan for the Ministry funded landscaping project for the school grounds. He produced some plans for the Board to view and talked about various aspects of the plans. The MoE will not fund the sail canopies as they see them as an item that can be vandalised. The cost for 3 would be approximately \$15,000 installed. He spoke about the bag area and showed a plan where that would be best situated. There was discussion around some areas but overall the Board were impressed with the plans and all that they provided. Tim said the plans still need some work but give a general idea.

On the strategic plan Tim had completed a design for the area between the pool and the front fence where the scooter track is currently.

Motion: Moved Paul/Vanessa That the Board give Tim authority to continue with the Stage 4 Development planning, and the budget.

Carried

The Principal's report and the motions arising from it were accepted.

7. SPECIAL ISSUES:

Appoint Privacy Officer and EEO Officer - Cheryl Lineham was appointed Privacy Officer and the Acting Principal, Paul Wilkinson, was appointed EEO Officer.

Approve Annual Plan – the Annual Plan has been distributed. Paul spoke to that Plan and explained what Liz was doing with Business Assistance to bring this down to a one page document next year. There are one or two significant pieces of work in the plan for the year both in landscaping and developing staff.

Finalise Charter –2020 Data Update - Strategic Targets Review

The Charter, the Strategic Goals and the Analysis of Variance requires approval and then to be sent to the Ministry. Reading, maths and wellbeing are our strategic goals for this year. Wellbeing is a new goal this year. It has been a goal before and we can now make comparisons with our current position and set goals as to what we can do better. Achievement on wellbeing is measured by a survey of the children.

MOTION Moved Paul/Cheryl That the Board accept the Charter 2021, the Strategic Goals and the Analysis of Variance and that it be sent to the Ministry.

Carried

8. POLICY REVIEWS - the current polices for review are

- Home Learning -
- Finance and Property Management

These are available for review in School Docs. There was discussion around some policies that may require audit and review.

Motion: Moved Thomas/Paul That the Board approve the Home Learning Policy and defer the Finance and Property Management to the next meeting.

Carried

9. PUBLIC EXCLUDED:

Moved from the Chair that the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 ("LGOIMA") for the passing of this resolution are as follows:

General subject	Reason for passing this resolution	Ground(s) under s48(1) for the passing of this resolution

Leave	It is necessary to exclude the public from this part of the meeting in order to protect the privacy of natural persons, being a good reason for withholding information under s9(2)(a) of the Official Information Act 1982 ("OIA")	Pursuant to s48(1)(a)(ii) of the LGOIMA that the public conduct of the relevant part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under the OIA.
Restraint		
Out of Zone Applications		

The Resolution is made in reliance on section 48(1)(a) of the LGOIMA and the particular interest or interests protected by sections 6, 7 or 9 of the OIA which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as set out in the table above.

The board moved into Public Excluded at 7:20pm and returned to the open meeting at 7:40pm

10. NEXT MEETING

Thursday 8 April 2021 at 6 p.m.

The meeting closed at 8:00 p.m.

Confirmed  8 April 2021
CHAIRPERSON