



Rāwhiti School

MINUTES OF THE MEETING OF THE RĀWHITI BOARD HELD ON THURSDAY 27 MAY 2021 AT 6.00PM

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

ATTENDANCE: Briar Thompson (Parent observer)
Kim Allen (Minute Secretary)

APOLOGIES: Nil

1. KARAKIA AND WAIATA

Thomas Parata

2. RESIGNATION

Liz read out Vanessa Manning's resignation from the Board effective immediately that was received by email today.

3. 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 8 April 2021 be accepted as a true and correct record of that meeting.

Carried

Matters arising:

- Uniform: Due to the financial liability of stock the uniform supplier still has Liz is going to propose a new contract which hopefully will give the school some control back, eg we determine the length of contract based on items sold or a monetary amount, they must get approval before ordering any more stock, they must provide regular stock reports. Liz to meet with Impact next week to discuss the new contract.

5. CORRESPONDENCE

Inwards

- Letter of resignation from Vanessa Manning.
- MOE have confirmed the end of year bank staffing for 2020 was \$0. They also reminded Liz that the school is now in a position that they should carefully consider before making any permanent appointments due to the roll numbers.

Outwards

- Nil

Matters Arising

- Nil

6. PRINCIPAL'S REPORT

The report was circulated and taken as read. Liz spoke to the following points:

- **Finance request** – There were two requests for finance: To update the current Apple TV devices to allow Mosyle to update all the devices at once, and for a new Vistab tablet in the office which would allow the Sign In/Out function to talk with Hero, the Student Management system.

Motion: Moved Liz/Thomas *That the Board agree to the Apple TV upgrades and a new tablet for the office for signing in/out.*

Carried

Motion: Moved Chairperson

That the Principal's report be accepted.

Carried

7. SPECIAL ISSUES

- **Landscaping** - Tim spoke about the new proposed skate park in the area between the pool and the front playground. He talked through the plans showing where some costs could be cut. He could approach companies like Rich Landscapes in Auckland or Hunter Civil who install skate parks, or his company could give it a go. If it was decided to go with a contractor, they wouldn't be able to design until approximately the end of 2021 and start building early 2022 due to current workloads. Tim also updated that the tenders for work out the back close on the 11th June 2021 and then meetings about the tenders will be held on the 16th June 2021.

Tim asked for confirmation on the following points:

- Should he get a fee proposal from a contractor for design and construction?
- Is the estimate too far off what would be expected to pay for the skate park and if so what are the priorities?
- Should he get a quote for the mound including securing the rocks?

(Tim left the room while the Board discussed.)

Motion: Moved Liz/Cheryl *That the Board give Tim authority to get quotes for the skatepark design and construction and for the mound. There is a preference to retain the rock option.*

Carried

- **Strategic Goal #2** - Liz talked to the Strategic Goal #2 giving examples of how the goals are being achieved, e.g. cross country being a whole school event rather than two separate junior and senior events; children completing a scrapbook of kind words for the staff at Countdown; Liz being more present in the classrooms. Liz talked about one of the key Manaiaakalani goals was establishing a trust for

fundraising so schools don't have to pay the fee themselves.

- **Staff Appreciation Event** - A mid-winter swim at the hot pools as a private booking from 8pm-9.30pm which costs \$500 for up to 100 people. This could be preceded by drinks/nibbles at Level 1. The proposed date is Thursday 24th June 2021.

ACTION: Liz will contact the pools to check if the date is available. Cheryl will contact Level 1 to see if there would be a private room available.

- **2022 School Dates** - the proposed start and finish dates for 2022 are:
Tuesday 1st February - goal setting day
Thursday 15th December - last day of term 4.

Motion: Moved Chairperson

That the Board approve the confirmation of dates in 2022 of 1st February to 15th December 2022.

Carried

- **Springboard Trust** - this is Strategic Leadership for Principals. Liz explained the PESTLE and SCOT evaluations done. She asked if the Board could read and think about these from a Governance perspective.

ACTION: Liz to email a Google Doc to the Board to add their comments and this document will be discussed at the next meeting. Liz will bring the staff responses to the next meeting.

8. POLICY REVIEWS - the current policies for review in Term 2 are:

- Protected Disclosure
- Reporting to parents on student progress and achievement
- Visitors

These are available for review in School Docs.

Briar Thompson left the meeting.

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
Pastoral care	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.
Restraints		
Out of Zone Applications		
Stand downs		
Accidents		
Leave		

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 7:30pm.

10. NEXT MEETING

Thursday 1st July 2021 at 6.00pm.

The meeting closed at 8.15pm

Confirmed



28 June
1 July 2021

CHAIRPERSON

ACTION POINTS

Liz	Contact hot pools to check availability for staff function	P3: 7. Staff appreciation event
Cheryl	Contact Level One to check availability and room for staff function	P3: 7. Staff appreciation event
Liz	Email Springboard Trust document to Board members for comments	P3: 7. Springboard Trust

Liz	Bring staff responses to Springboard Trust evaluations to next meeting	P3: 7. Springboard Trust
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