



## Rāwhiti School

### MINUTES OF THE MEETING OF THE RĀWHITI SCHOOL BOARD OF TRUSTEES HELD MONDAY 28TH JUNE 2021 AT 6.00PM

**PRESENT:** Cheryl Lineham (Chairperson), Liz Weir (Principal), Tim Scott, Jess Poff, Jen Evans, Thomas Parata

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

**APOLOGIES:** Kylie O'Keeffe

#### 1. KARAKIA AND WAIATA

Thomas Parata

#### 2. CONFLICT OF INTEREST

Tim Scott in matters relating to landscaping.

#### 3. MINUTES OF THE PREVIOUS MEETING

##### **Motion: Moved Chairperson**

*That the minutes of the Rawhiti School Board of Trustees meeting held on Thursday 27th May 2021 be accepted as a true and correct record of that meeting.* **Carried**

##### **Matters Arising**

- Uniform carried over as meeting unable to be set up.
- BOT function for staff set for next Wednesday 7th July
- Today's meeting date has been changed from Thursday 1st July to Monday 28th June.

#### 5. CORRESPONDENCE

##### **Inwards**

- Auditor general - 3 year cycle, next year audit coming up.
- Audited accounts.

##### **Outwards**

- Letters of fixed term employment for teacher aides Scott Gorrie and Blake Coburn.
- Georgina - restructure of caretaker role
- Nicole C - approval in principle of study leave
- Fixed term off for Jan Roberston in Rongo-ma-tane

##### **Matters Arising**

- Nil

## 6. PRINCIPAL'S REPORT

As per the previously circulated report which was taken as read.

### Roll Numbers

- The July 1st roll return has been the highest ever at 579. There is a capacity for 600 students so as numbers get closer looking at not accepting all out of zone applications could be a possibility (currently all siblings of current students are accepted). Relook at the numbers at the first meeting in term 4 in case a decision by the board needs to be made.

### Cohort Entry

- Will be discussed further in the Special Issues later in the meeting.

### 2020 Hauora Health and Wellbeing

- Liz spoke to this document.

### Motion: Moved Chairperson

*That the Principal's report be accepted.*

**Carried**

## 7. SPECIAL ISSUES

### Donations Scheme for 2022

- Liz said the donations scheme has been beneficial so would like the board to opt to continue for 2022.

### Motion: Moved Chairperson

*That the board opts in for the donations scheme in 2022.*

**Carried**

### SIP Building Project

Tim explained the back area building project tenders had all come back. The lowest was \$555k, SIP funding was \$388k so the board would have to approve a further \$195k to complete the project. This tender was with Evergreen who completed the previous stages. Liz said the Strategic Goal #3 is that Rawhiti is an inviting learning environment and sometimes the PTA has chipped in with large expenses so this could be an option, eg for the skateboard part.

Tim left the meeting.

Initially it seemed like a large expense but the artificial turf pushed up the price, there was going to be a slackline outside Tangaroa, bag bays moving from back to front in the holidays and there was a large contingency amount included. Happy for Evergreen to continue the work as they would keep the consistency front and back.

### Motion: Moved Chairperson

*That the boards approves the additional amount of \$195,000 for the back area to be completed.*

**Carried**

### Review Strategic Goal #3

Liz discussed points within Strategic Goal #3. She will ask Elizabeth how the internet speeds is before the next meeting.

### **Cohort Entry For New Entrant Children**

Initially the new entrant teachers (Nicole and Kylie) had said to no to the idea of cohort entry however due to so many new entrants presenting with challenges, they want the board to think about this as an option for the future. It would mean new entrants could only start on two days each term: 1) The first day of the new term; 2) The first day in week five.

By just having two entry points, there would be less stress on the teachers, they can plan better as numbers are more predictable and visits will be completed.

The process going forward if the board agrees is:

- Consultation process with parents with children coming
- Process feedback
- Nicole and Kylie liaise with early childhood centres
- One term to put process in place.

### **Motion: Moved Chairperson**

*That the board agrees for the cohort process to begin with the consultation with parents to begin in Term 3.*

**Carried**

### **Professional Growth Cycles work from Teacher Only Day**

Liz went through the 'Rawhiti Quality Practice Template 2021' document showing the code of professional responsibility. There are a different set of standards for non-teaching staff. On the teacher only day all the teachers contributed to defining how a Rāwhiti teacher who is growing professionally is described, and also to the quality practices used in our setting that connect with each standard.

### **Springboard Trust Feedback and Task**

Liz's work with the Springboard Trust has produced some great data based on the SCOT analysis (Strengths, Challenges, Opportunities, Threats) work the teachers. With this information Liz will draw up the strategic goals.

Most teachers were asking for more support around behaviour. Implementation of debriefing after incidents in one studio so far. Also support needed for the leadership team also.

Liz was looking for three specific areas to strategically work on and she came up with the following:

- Children
- Staff
- Community.

Looking for a cultural component to tie the three together, possibly a whakatauki.

Meeting finished at 8.06pm

## **8. PUBLIC EXCLUDED SESSION**

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
Restraints	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.
Accidents		
Trigger review		
Stand down and suspensions		
Personnel		
Restructure of caretakers position		

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.

#### 11. NEXT MEETING

Thursday 19th August 2021 at 6.00pm.

The meeting closed at 8.05pm

Confirmed .....



CHAIRPERSON

16<sup>th</sup>.

19 August 2021