



## Rāwhiti School

### MINUTES OF THE MEETING OF THE RĀWHITI SCHOOL BOARD OF TRUSTEES ON THURSDAY 30TH JUNE 2022 AT 6:00PM

**PRESENT:** Cheryl Lineham (Chairperson), Liz Weir (Principal), Briar Thompson, Helen Hogarth, Jen Evans, Jess Poff, Jess Riddell, Tim Scott

**ATTENDANCE:** Kim Allen (Minute secretary), Eugene Beconsall (Presenting), Helen Parata (Presenting)

**APOLOGIES:** Thomas Parata

#### 1. KARAKIA

#### 2. CONFLICT OF INTEREST

Tim Scott in matters relating to landscaping.

#### 3. MINUTES OF THE PREVIOUS MEETING

##### Amendments noted:

**Matters Arising:** The minutes read “the trustee’s code of conduct has been amended” this should read “the Board of Trustees Meeting Evaluation Form has been amended”.

**Special Issues - Policy reviews and policy audit:** The minutes read “The Board should put together an Audit Committee to ensure policies are being followed” but the Audit Committee are just looking into an “audit of policies relating to medical”.

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

*That the minutes of the Rawhiti School Board of Trustees meeting held on Thursday 26th May 2022 be accepted as a true and correct record of that meeting. Carried*

##### **Matters Arising**

- Early bird registration for NZSTA conference is \$920 until the 22nd September.
- Anti-climb mechanisms and signage in progress
- Jude Bell has confirmed she will be the returning office for the Board elections in September
- Staff appreciation event is organised for Thursday 7th July 2022.

#### 4. CORRESPONDENCE

##### Outwards

N/A

##### Inwards

- Two letters of resignation (for In-committee)
- Additional funding

#### 5. PRINCIPAL'S REPORT

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

##### Motion: Moved Liz

*That the donations scheme be adopted again for 2023.*

**Carried**

##### Motion: Moved Liz

*That the purchase of a new computer be approved for Cheryl Nuthall, Executive Officer.*

**Carried**

##### Health & Safety

Year 4 are planning for a one overnight stay at Rapaki marae at the end of August. It was asked if last year's Year 4s could attend as well because they missed out on a marae stay last year. Liz will query this. It was asked if teachers from other studios could attend for the experience, especially if they haven't never done an overnight before.

##### Motion: Moved Chairperson

*That approval be given for staff to continue planning the marae stay.*

**Carried**

#### 6. SPECIAL ISSUES

##### Maths Curriculum Review

Eugene and Helen H presented data for maths (stats, measurements and maths) across the school, discussed the DMIC programme and that the new curriculum for maths has been released and it lines up with what is currently being done. Mid-year data will be looked at soon.

##### Writing Curriculum Review

Liz and Helen P talked through data around writing acknowledging that it is based on a standardised one off test, that even though the last two years have been quite disruptive, the children are still making great progress. "Talk to text" is allowing children to express deeper ideas, the writing target groups and Y7/8s have moved up.

##### Poutama Reo Trial Evaluation (Mainstream studios)

The Ministry has set a goal that by 2040 there will be one million fluent speakers of te reo in Aotearoa. As part of a teachers registration Liz has to attest that the teacher is practicing and improving their te reo. There will be an expectation that teachers will be able to teach more te reo but to do this they must be able to understand more vocabulary and sentence structures.

All staff are completing a survey to measure how much te reo they understand. Children will be surveyed on their attitude towards te reo at home, in class and in the community.

Next steps are management/team leaders will find resources that are already available, talk with Ata Hapara kaiako about what programme they deliver, and copy from Te Aho Arataki Maraurangi. Helen P and Liz will look at trends in the survey results and deliver to staff at the admin meeting.

### Strengths Training for BOT

Board members asked if they were allowed to complete Strengths Training. It was decided because there is a cost involved that it should happen after the elections. Urmi (teacher in Tawhirimatea) is trained to do individual and team coaching.

### Exit Interviews

Jess R thought exit interviews would be a good thing to start as it's an opportunity for honest feedback especially if it can be anonymous and possibly using someone external. However due to the fact not many people leave at once it would be difficult to retain anonymity. Jess provided some suggestions of questions to ask. Liz had also put together a document but confirmed it was uncommon for an external organisation to complete an exit interview. Liz and Jess will put some appropriate questions together and possibly put it in a Google Form so the exit interview can be completed online if that is a preference.

## 7. 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
Stand downs and suspensions	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	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
Restraints		
Personnel		

	Official Information Act 1982 ("OIA")	withholding exists under the OIA.
--	---------------------------------------	-----------------------------------

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.

### 8. NEXT MEETING

Thursday 18th August 2022

The meeting closed at 9.05pm

Confirmed  ..... Date: 18th August 2022  
**CHAIRPERSON**

<b>Actions</b>	<b>Person</b>
Marae stay - check if any chance last years Year 4 students could also attend due to missing out last year. Also possibly other teachers who may not have done an overnight on a marae.	Liz
Create exit interview questions	Liz and Jess R