



Rāwhiti School

MINUTES OF THE MEETING OF THE RĀWHITI SCHOOL BOARD ON MONDAY 20TH FEBRUARY 2023 AT 6:10PM

PRESENT: Cheryl Lineham, Liz Weir (Principal), Helen Hogarth, Tim Scott, Jody Hohaia O'Sullivan, Jess Poff, Thomas Parata

APOLOGIES: Briar Thompson,

ATTENDANCE: Kim Allen (Minute secretary)

1. KARAKIA

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 8th December 2022 be accepted as a true and correct record of that meeting.

Carried

Matters Arising

- At the first Board meeting of the year the board elect the Presiding Member for the forthcoming year. Cheryl put her name forward, Helen seconded. Therefore, Cheryl Lineham is elected the Presiding Member for 2023.
- Jess and Thomas have signed the Code of Ethics document.

4. CORRESPONDENCE

- No correspondence.

5. PRINCIPAL'S REPORT

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

Health & Safety

The RAMS for the Year 5/6 camp were only received by Liz today. Due to them arriving too late for this meeting, Liz will discuss these with Paul. Liz is also working with the Year 7/8 team around postponing their camp due to low numbers and their delayed organising.

Property - Work Notice

After a building warrant of fitness check, Liz needed to advise the Board there is an outstanding work notice from October 2022 relating to getting the mechanical ducting for the air conditioning checked. There needs to be proof from a qualified person and Liz is still waiting for EdPro to show a contract is in place for this. Liz will draft a letter to EdPro from the Board for Cheryl to sign.

6. SPECIAL ISSUES**Legislation - 2023 Delegations**

Liz presented the "Schedule of Delegations" document. If there is a dispute, the School Trustees will ask who has delegations. This means that if Liz is away, the Deputy Principal's have authority to make decisions as listed. Liz noted the heading should be changed to "Rawhiti School Board" (remove Trustees), the "Board Chairperson" should be changed to "Presiding Member" and the final paragraph heading should read, "Delegated authority TO the Deputy Principal" (not for).

Motion: Moved Chairperson

That the Board approve delegation of authority to the Deputy Principals. **Carried**

Enrolment Scheme Review

Liz asked for the Board to reconsider if the decision last year to not accept siblings of out of zone students due to the risk of overcrowding should be continued in 2023 or not. Factors to consider are the introduction of Aotahi has provided more space, the roll numbers are lower than previous years which affects staffing numbers and staff members children can also not be accepted as they are lower on the criteria list than siblings. This decision can be reviewed during the year if Liz considers it necessary.

Motion: Moved Cheryl

That we can accept out of zone students if they have a sibling enrolled at Rawhiti school at the time they start attending. **Carried**

2022 Analysis of Variance

Liz presented a document showing some data on the target group in 2022 of students that appeared to be showing no progress over 4 data points (2 years) in reading, writing and maths. They received intensive support and there has been accelerated progress across the Manaiakalani cluster. Pasifika students' progression outperformed other groups.

Liz also discussed the Better Start Literacy data with some supporting evidence and explanation from Helen H. However it was decided that it might actually be too soon to analyse the Better Start Literacy data, taken when they turn 6 and known as 6 year nets, because some students had only had a couple of lessons before being tested, while others turned 6 at the end of the year so had more support.

2023 Annual Plan

Liz is looking for some input from the Board around what is important for “Our Community” this year as part of the annual plan, and then Liz and the staff will work on strategies to make this happen. Some points brought up included:

- Parents to experience learning opportunities
- Sense of belonging to the school
- Building whanaungatanga
- (Re-)Connections
- Being involved
- Making them feel more welcome
- Including the wider community and our PTA, not just the Rawhiti whanau.

Liz will draft some ideas and send them out before the next meeting so some strategies can be put in place.

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 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		
Accidents		
Complaint		
Management units		

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 meeting closed at 7.25pm

Confirmed  Date: 27th March 2023
PRESIDING MEMBER

Actions	Person
Draft letter to EdPro	Liz to write Cheryl to sign
Amend some wording on the "Schedule of Delegations" before being signed	Liz to amend Liz and Cheryl to sign
Draft ideas for "Our Community" part of annual plan and send to Board before next meeting	Liz