



Rāwhiti School

MINUTES OF THE MEETING OF THE RĀWHITI SCHOOL BOARD ON MONDAY 19TH JUNE 2023 AT 6:00PM

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

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 Cheryl

That the minutes of the Rawhiti School Board meeting held on Monday 15th May 2023 be accepted as a true and correct record of that meeting. **Carried**

Matters Arising

- Cheryl would like to remove herself from the new-build sub-committee.
- Both action points from the last meeting were completed.

4. CORRESPONDENCE IN:

- Notification of paid union meeting on May 31st
- BDO Audit Report
- Establishment of Ministerial Advisory Group to review staffing in schools
- EOTC Event Proposal
- Holiday Act Remediation
- Code of Conduct for School Trustees
- Proposal to purchase further EPro 8 construction equipment

Request for funding for EPro8 construction equipment

The letter was discussed.

Motion: Moved Cheryl

That the Board approves \$7940 for new EPro8 equipment.

Carried

5. PRINCIPAL'S REPORT

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

Motion: Moved Cheryl

That the Board opts into the Government Donations Scheme for the 2024 school year. **Carried**

Motion: Moved Liz (Approved by email May 24th due to urgency)

That the BOT approve spending of up to \$5000 to replace the office computer and cover the cost of transferring the front door software to an alternative computer. (Update: the new computer has been installed, the software transferred and the cost came to just over \$3000). **Carried**

(Jody left the meeting at 6.15pm)

6. SPECIAL ISSUES**EOTC Proposal**

Paul submitted a proposal for a camp in 2024 for the Year 8 students to go to Dunedin.

Motion: Moved Cheryl

That Paul be given permission to continue planning the camp for 2024 to Dunedin. **Carried**

External Health & Safety (H&S) Audit

Liz is keen to re-engage the services of an external provider to perform a H&S audit of the school especially now that EdPro completes a number of the H&S aspects around the school.

Motion: Moved Cheryl

That approval be given for Liz to contact Dean to return and complete a H&S audit. **Carried**

(At 6.30pm Jody came back in to advise she would have to leave the meeting)

Strategic Goal #2 Update - Staff

Liz discussed the Tony Burkin professional development and the Strengths training. In Term 3 Urmi will be in contact with Board members who have not had their strengths training yet to complete their session.

Curriculum Report

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

Liz has met with a communications auditing company and they are putting together a scope of work report for the Board to look at.

Board Code Of Conduct

There is a new draft Board Code of Conduct. Cheryl and Briar offered to compare the draft document with the previous code of conduct signed by the Board. Liz to send copies to them to review.

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		
Personnel		

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 7.30pm

Confirmed  Date: 7th August 2023
PRESIDING MEMBER

ACTION	PERSON
Contact Dean to complete H&S audit	Liz
Send new draft and previous code of conduct to Cheryl and Briar to review	Liz

