



## Rāwhiti School

### MINUTES OF THE MEETING OF THE RĀWHITI SCHOOL BOARD ON MONDAY 11th SEPTEMBER 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 Rāwhiti School Board meeting held on Monday 7th August 2023 be accepted as a true and correct record of that meeting.* **Carried**

#### Matters Arising

- Evaluation of RAMS post trip still to be completed.
- Code of Conduct to be compared by Briar and Cheryl.

#### 4. CORRESPONDENCE OUT:

- Contracts
- Reply to parent

#### CORRESPONDENCE IN:

- Contract acceptance letters
- Te Ara Tuhuru Cluster proposal
- NZEI Principal Funding guidelines
- Resignation (deal with In-committee)

#### 5. PRINCIPAL'S REPORT

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

**Health & Safety**

The staff car park is causing issues around the safety for children as parents pull in to drop off/pick up their children, and use the disability car park whether they have a permit or not. Technically the disability car parks are for staff (parent disability are at the front of the school). Discussions around getting a fence with a keypad, positioning of fence and issues it could create so only staff, and permitted contractors can park in the staff car park. Approximate costing around \$18,000.

**Motion:** Moved Cheryl

*That Liz can get installer out to quote and talk through options for keypad/fob opening fence* **Carried**

**Property**

Due to two recent thefts of personal property from cars and one car being stolen from the staff car park there were discussions around a car park camera system which was quoted at approximately \$7,500. Liz said we will pause on the camera option because if the new fence is installed, it may bypass this issue with increased car park security for staff.

**6. SPECIAL ISSUES****EOTC Framework Document**

Tim and Paul have been working on the document which needs formatting and then it can be recirculated to the board and approved

**RAMs for Year 7/8 Camp to Staveley**

**Motion:** Moved Tim

*That the RAMS for the Year 7/8 camp are approved.* **Carried**

**Overnight to Spencer Park**

**Motion:** Moved Cheryl

*That Paul be given approval in principle to continue planning an overnight camp at Spencer Park.* **Carried**

**Risk Assessment**

Paul submitted a surfing risk assessment to be used as a model for surfing due to the Board not having seen one before. Andrew's surfing qualification is due to expire and needs updating. He will find a course/quote and get approval. Possibly another teacher should also be qualified.

**External Health & Safety Audit**

Liz talked through all the recommendations and actions completed as a result of the external health and safety audit.

**Strategic Goal #1 Update**

Liz explained the structure around the cluster and the reasonings behind joining a Kahui Ako cluster. The Ministry will advise if approved.

**Motion:** Moved Cheryl

*That the Board agrees to Rāwhiti School, as part of the Te Ara Tūhura cluster, joining the Uru Manuka Kahui Ako as a separate hub.* **Carried**

**Strategic Goal #3 Update**

Work is currently underway with the communications company. The survey of parents around this goal showed that this goal is relevant for our community.

**Strengths Training**

;Date has been confirmed for Week 2 of Term 4, Monday 16th October 2023.

**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. |
| Accident                    |   |  |
| 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 7.15pm

Confirmed ..... Date: 6th November 2023

  
PRESIDING MEMBER

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| <b>ACTION</b>                                | <b>PERSON</b>    |
|--|------------------|
| Compare code of conduct documents            | Cheryl and Briar |
| Evaluation of RAMS post trip to be evaluated | Liz              |
| EOTC document, formatting, recirculate       | Liz              |
| Food for strengths training                  | Liz/Kim          |