



Rāwhiti School

MINUTES OF THE MEETING OF THE RĀWHITI SCHOOL BOARD ON MONDAY 6th NOVEMBER 2023 AT 6:00PM

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

APOLOGIES: Cheryl Lineham

ATTENDANCE: Kim Allen (Minute secretary); Lisa Handley, Lauren McDonnell, Nigel Stewart, Paul Wilkinson (Presenting)

1. KARAKIA

2. CONFLICT OF INTEREST

Tim Scott in matters relating to landscaping.

3. MINUTES OF THE PREVIOUS MEETING

Motion: Moved Jess

That the minutes of the Rāwhiti School Board meeting held on Monday 11th September 2023 be accepted as a true and correct record of that meeting.

Carried

Matters Arising

- Creation of a RAMS post trip evaluation
- Code of Conduct to be updated by Briar and Cheryl
- New process for distributing Board minutes - once the draft is completed, they will be sent to Board members to read and see action points.

4. CORRESPONDENCE OUT:

- Closing complaint response
- Responding to strategic goals review letter

CORRESPONDENCE IN:

- Strategic goals review
- 2x resignations
- Kahui Ako acceptance
- Community use of school pool

- Travis/Bower/Rookwood Rds intersection improvements

Community Use Of Pool

There were discussions about the correspondence asking for the pool to be able to be used by the community. It was agreed that a sub-committee be formed and Cheryl will respond to the writer advising the Board will investigate the possibility of it for the 2024/2025 season.

Motion: Moved Jess

That a sub-committee (Briar and Jody) be formed to research schools with pools that allow community use to see how they operate and present findings and Health & Safety legislative requirements to the Board at the first Board meeting in 2024.

Carried

5. PRINCIPAL'S REPORT

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

Motion: *That Amy Hurst be appointed to a fixed term teaching position in Year 1-3 for the 2024 school year.*

Carried

Motion

1. *The Board approves Friday, May 31st 2024 and Thursday, November 14th 2024 as the Ministry approved Teacher Only Days for curriculum implementation.*
2. *That the Board approves the closing of the school on Monday, February 5th, 2024 and changing the end of school date to Wednesday, December 18th, 2024.*

Carried

Automatic Gates

Liz and Paul met with Aabaas and they have confirmed the style and position of the gate required can be done. They advised of an intercom as an option. Liz to check that it will have a sensor so if something got in the way of it closing/opening, eg a child, a car, it would open/close automatically. Also how long installation would take.

Motion: *That the Board approves to fund the automatic gate system for the staff car park, without an intercom, approximate cost \$26,000.*

Carried

6. SPECIAL ISSUES**Positive Behaviour for Learning (PB4L) report on progress: In-school lead team**

The PB4L team presented the progress with PB4L so far this year and the next steps. Briar will email the PB4L team an acknowledgement from the Board.

Health & Safety EOTC Management plan

Motion: Moved Liz

That the EOTC Management plan document be approved

Carried

2024 Staffing Overview and Requirements

Liz explained the staffing allocation from the Ministry for 2024, how that would affect the staffing and studio teacher numbers.

Strategic Goal Updates

Liz explained what the community consultation process looked like when it was last completed in 2018 so the Board has some ideas for how to do it next year. Liz will share the folder for everyone to see the documents.

Board Christmas Morning Tea For Staff

Monday 11th December from 10.40am - 11.00am Liz will arrange berries and ice-cream for the staff as a thank you from the Board for their years work. Board members to attend if they are available.

Last Board Meeting for 2023

This is set for Monday 4th December and it will start at 5pm and then the Board will go to dinner off-site. Liz to invite the Deputy Principals.

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		
Student behaviour		
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 8.05pm

Confirmed  Date: 4th December 2023
PRESIDING MEMBER

ACTION	PERSON
Code of conduct document to be updated	Cheryl and Briar
Create template for EOTC post trip evaluation	Liz
Add "Community use of school pool" research by sub-committee to first agenda in 2024	Liz
Respond to correspondence re 'Community use of school pool'	Cheryl
Check with Aabaas re sensor for opening/closing if something was in the way and timeframe to complete	Liz
Share the "Community Consultation Process 2018" folder with the Board	Liz
Email PB4L team	Briar
Invite Deputy Principals to the final Board dinner	Liz
Arrange staff Christmas morning tea from the Board	Liz
Attend Board morning tea for staff on 11th December	All members who are available