



## **Rāwhiti School**

### **MINUTES OF THE MEETING OF THE RĀWHITI SCHOOL BOARD ON MONDAY 7TH APRIL 2025 AT 6.00PM**

**PRESENT:** Cheryl Lineham, Gareth Frew, Helen Hogarth, Jess Poff, Jody Hohaia O'Sullivan, Liz Weir, Lynette Money, Thomas Parata

**APOLOGIES:** None

**ATTENDANCE:** Kim Allen (Minute secretary); Tom Scollard (Observer with speaking rights)

#### **1. KARAKIA**

#### **2. CONFLICT OF INTEREST**

None

#### **3. MINUTES OF THE PREVIOUS MEETING**

Minutes to be amended to include designations and not names, and will be presented at the next Board meeting.

#### **Matters Arising**

- Points discussed with accountant and information provided to board members
- "Plan on a page" shared with the board
- Ongoing search for strategic goals external support, once Principal received further guidelines

#### **4. CORRESPONDENCE OUT:**

- Asset register and depreciation request
- Code of conduct to parent
- Complaint receipt
- Response from liquidators of EdPro
- Position acceptance A Bamford

#### **CORRESPONDENCE IN:**

- Asset register and depreciation from accountant
- Complaint from parent
- EdPro invoice from liquidators

- ERO notification of visit
- Complaint withdrawal from parent
- Fixed term offer
- Conclusion from liquidators of EdPro
- Logic Group proposal

## 5. PRINCIPAL'S REPORT

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

### Health and Safety Trigger Review

This was discussed In-committee.

### Motion: Moved Cheryl Lineham

*That the Board approves a new credit card for Helen Hogarth for use in her role as Deputy Principal for the remainder of 2025.*

**Carried**

## 6. SPECIAL ISSUES

### 2025 Annual Implementation Plan

This document was taken as read. It is a living document that all board members can find in the Board folder. Principal will update as actions are completed.

### 2025 Strategic Achievement Targets

Principal explained how the previous years data is looked at, students not meeting targets are pulled out and an action plan implemented for the following year for them. This year with the new curriculum it is hard to compare the old milestones with the new curriculum phases. In 2024 it was straight forward to tick off goals (in Hero) as students completed tasks. This is not possible as the benchmarks and milestones for the new curriculum are not yet known. Hero developers may need to be brought on to assist with turning the old "goals" into the new "phases".

### Cyclical Maintenance Provision and 10 Year Property Plan (10YPP)

Next year the buildings will need to be repainted internally and externally which the Board will fund. Principal to get 3 quotes from full service companies.

The Ministry are providing funding for property projects. The following are suggestions for what the funds can be used for (and more can be added if funds still available):

- Teacher spaces walled off for privacy and lockability, can be used as meeting room spaces also (will need consent)
- Carpet spot repairs
- Whiteboard walls
- Investigating if Aotahi floors can be not so noisy
- Ortex walls.

Principal would like to engage the services of a project manager to manage these projects.

**Motion: Moved Cheryl Lineham**

*The Board approves for the Principal to work with a qualified project manager, eg Tracey from Logic Group, to manage these projects to completion.* **Carried**

**ERO Review**

ERO are coming in Week 3 of Term 2, the week beginning 12th May 2025. In preparation for the visit, board members must say where they think the school is positioned for different criteria and then the Principal gets the evidence together to prove it. Principal will set up an ERO folder within BOT 2025.

The starting point will be a "Stewardship and Governance" google form that the Principal will share with board members for their response. Principal would like to meet with the board before ERO arrives and it was decided this will happen on Thursday 8th May 2025 from 5.30pm for approximately 1 hour.

**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	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.
Accidents		
Other issues		

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 7.45pm

Confirmed .....  ..... Date: 19th May 2025  
PRESIDING MEMBER

ACTION	PERSON
February minutes to be amended	Minute secretary ✓
3x quotes for painting building	Principal ✓
Set up ERO folder in BOT 2025	Principal ✓
Complete "Stewardship and Governance" google form	Board members ✓
Pre-ERO meeting, Thursday 8th May, 5.30pm	Thomas and Gareth to confirm availability ✓