



Rāwhiti School
Meeting of the School Board
held on Monday 1st December 2025
at 5:30pm

PRESENT: Gareth Frew (Presiding Member), Helen Hogarth (Acting Principal/Staff Representative), Jess Poff, Jonathan Riddell, Sam Depree-Ludermann.

APOLOGIES: Paul Wilkinson (Acting Principal), Jess Poff (for lateness).

ATTENDEES: Eugene Becconsall, Elizabeth Kazmierczak, Vicky Snowsill-Blyde (Minute Taker)

1. Welcome

The meeting opened at 5:30pm with a Karakia. Gareth welcomed all to the meeting.

Gareth noted the resignation of Jody Hohaia O’Sullivan effective immediately. The Board acknowledged her contribution and accepted the resignation. Board vacancy to be revisited in the new year.

MOVED: That the Board accept the resignation of Jody Hohaia O’Sullivan effective immediately.

MOVED: Gareth Frew

ALL IN FAVOUR

CARRIED

1.1 Speaking Rights

N/A

1.2 Declaration of Interest

The Board discussed the establishment of a Conflict of Interest Register and agreed to proceed with its implementation, recognising the importance of maintaining transparency and accountability in governance processes.

Jess Poff joined the meeting at 5:42pm.

2. Special Issues

Whole School Data

Eugene Becconsall presented the Measuring Progress Summaries for Reading, Maths, and Writing. The Board noted curriculum changes affecting comparability with earlier reports. Reading outcomes—particularly Year 7/8 Māori and Pasifika were identified as most concerning. Results will be analysed and discussed at the start of Term 1 by staff, and will inform the annual implementation plan. Maths results were stronger, supported by recent Teacher Only Days, while Writing reflected ongoing cluster collaboration and focus.

Eugene Becconsall left the meeting at 6:12pm.

Tech Proposal

Elizabeth Kazmierczak spoke to the Technology Proposal, taken as read, outlining major items including replacement of older C732 Chromebooks, 6th Generation iPads, data projectors, and the introduction of Samsung flip screens for four studios. The Board discussed options for phased replacement versus full replacement by 2026/2027 (Chromebooks and iPads) and reaffirmed the previous commitment to a 1:1 device approach. The proposed Chromebook/iPad replacements were models recommend by the Manaiaikalani trust, and the Board acknowledged Elizabeth's work on the preparation and presentation of the proposal. After discussion the Board resolved to approve the proposed technology expenditure including projectors/screens. The Board agreed to consider broader Capex planning as part of future budgeting.

MOVED: *That the proposed technology expenditure (Option 1) be approved, as discussed, above.*

MOVED: Gareth Frew

ALL IN FAVOUR

CARRIED

Elizabeth Kazmierczak left the meeting at 6:30pm.

3. Administration**3.1 Minutes of Previous Board Meeting – Monday 20th October 2025**

MOVED: *That the Minutes of the meeting held on the 20th October be adopted as a true and accurate record.*

MOVED: Gareth Frew

SECONDED: Sam Depree-Ludermann

CARRIED

3.2 Actions from the Previous Meetings

It was confirmed that all outstanding actions have been completed or are in progress (see action list below).

3.3 Matters Arising

- *Board Policy & Procedure - the Board confirmed it was comfortable to adopt policies and procedures relating to the conduct of meetings as included in the board papers.*

MOVED: *That the proposed Board Policy & Procedures be adopted.*

MOVED: Gareth Frew

ALL IN FAVOUR

CARRIED

3.4 Correspondence

The Board discussed correspondence received, as per the agenda.

- The Board discussed community engagement on modern learning environments, noting correspondence received. It was agreed this work will be scoped next term with the new Principal, beginning with staff engagement before wider consultation.

MOVED: *That after discussion the Board agreed to defer further discussion on modern learning environments until 2026, acknowledging it as a complex issue requiring thoughtful planning.*

MOVED: Gareth Frew

ALL IN FAVOUR

CARRIED

- The Board discussed its response to changes in the Education and Training Act 2020 relating to Te Tiriti o Waitangi and confirmed its commitment to giving effect to the Treaty. It was noted that this commitment is reflected in existing policies, with further analysis of processes to be undertaken. The Board agreed that a statement should be prepared to endorse the school's position. A communication strategy was agreed, with the statement to be shared on HERO by the end of the week.

MOVED: *That the Board commit to continuing to give effect to Te Tiriti o Waitangi.*

MOVED: Gareth Frew

ALL IN FAVOUR

CARRIED

- The Board received the ERO report for Ata Hāpara and agreed to check in with management next year on how recommendations will be addressed. It was confirmed that the school contributed to the writing of the summary, which the presiding member will sign on behalf of the board.

MOVED: *That the Board accept the management recommended Ata Hāpara ERO report summary cowritten with the school. -recommended -written with the school.*

MOVED: Gareth Frew

ALL IN FAVOUR

CARRIED

4. Principal's Report

The principal's report was taken as read.

- Year 7-8 Spencer Park Camp – The meeting discussed and approved the risk management documentation for the camp.

MOVED: *That the Board approve the risk management documentation for the Year 7 and 8 Spencer Park camp 2026, subject to change of dates, as discussed.*

MOVED: Gareth Frew

ALL IN FAVOUR

CARRIED

- 2026 Draft Budget – The Board discussed and agreed approval of the 2026 draft budget, as reviewed and adjusted by the Accountant in consultation with management. The Board recognised that the incoming Principal will lead the development of the annual implementation plan in alignment with the budget.

MOVED: *That the Board provisionally approve the 2026 draft budget, subject to review and confirmation following development of the 2026 annual implementation plan by the new Principal, and that work will be undertaken to develop a capital expenditure budget.*

MOVED: Gareth Frew

ALL IN FAVOUR

CARRIED

MOVED: *That the Principal's Report be accepted.*

MOVED: Gareth Frew

ALL IN FAVOUR

CARRIED

5. Public Excluded

The meeting moved into Public Excluded at 7:05pm

MOVED: *That the meeting move into Public Excluded.*

MOVED: Gareth Frew

ALL IN FAVOUR

CARRIED

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.

General Subject	Reason for passing this resolution	Ground(s) under s48(1) for the passing of this resolution
Personnel Issues	It is necessary to exclude the public from this part of the	Pursuant to s48(1)(a)(ii) of the LGOIMA that the public conduct of the relevant part of the meeting would be likely to

Student Matters	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”).	result in the disclosure of information for which good reason for withholding exists under the OIA.
Board Matters		

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 moved out of Public Excluded at 7:25pm.

MOVED: *That the meeting move out of Public Excluded.*

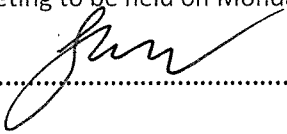
MOVED: Gareth Frew

ALL IN FAVOUR

CARRIED

There being no further business the meeting closed at 7:26pm.

The next meeting to be held on Monday 23rd February 2025. Calendar invites to go out to all Board members.

CONFIRMED..........DATE.....*23.2.26*.....

Ha Appendix One

1. Action Points Table

Action Point	Date	Action	Responsibility	Status
1.	20/10/25	Circulate a template for the conflict register/declaration of interests for all Board members to complete.	Presiding Member	Completed, board members to complete the template and return to the PM
2.	20/10/25	Circulate the previously completed landscape pan for the east area of the school.	Acting Principals	Completed
3.	20/10/25	Circulate spreadsheet of potential property projects, including prioritisation rationale.	Acting Principals	Completed
4.	20/10/25	Amend proposed policies and procedures with discussed revisions, circulate marked-up copy prior to the next meeting.	Presiding Member	Completed, amended proposed policies and procedures to be adopted
5.	20/10/25	Send calendar invite for next Board meeting (1 st December, 5:30pm).	Acting Principals	Completed
6.	20/10/25	Email Board with end-of-year event details.	Acting Principals	Completed
7.	20/10/25	Find and circulate 10 years of data on exclusions and directed students (PE)	Acting Principals	Completed
8.	1/12/25	Respond on how disparities/differences in reading achievement will be addressed (after staff planning day)	Principal	
9.	1/12/25	Provide Board with reading, writing and maths data from the Manaiaikalani cluster	Principal	
10.	1/12/25	Draft and circulate statement endorsing the Board/school's position on giving effect to Te Tiriti o Waitangi.	Board	
12.	1/12/25	Circulate 2026 Board dates.	Acting Principals	

