

MINUTES BOARD OF TRUSTEES MEETING
 HELD TUESDAY 17 MAY 2022 at 5.15 pm

- A. PRESENT:** Todd Cheesman, Jon Ward, Angela Cronin, Ara Robinson
- IN ATTENDANCE:** Jayne Windell, BOT Secretary, Lilian Gilbert, SLT/EO Finance & Property
- B. APOLOGIES:** Jo Chemis, Henry Weston, Megan Wheeler, Matt Heke
- OPENING KARAKIA BY** ANGELA CRONIN

Action / Ratification

C. PRESENTATION BY MR LOUIX WARU FROM THE MINISTRY OF EDUCATION

Mr Waru presented the following:

- A brief outline of his role at the MOE.
- Sharing of information received around housing developments in close proximity to RLHS.
- To inform the BOT of the potential change to the enrolment zone of Western Heights High School.

D. FINANCE & PROPERTY MEETING – WEDNESDAY 10 MAY 2022

FINANCE

1. Payments made for APRIL 2022 were ratified as follows:
- 2.

Payments made: 1.4 to 30.4	\$28917.35
Wages: 1.4 to 30.4	\$7330.638

3.

PROPERTY

1. A Block Roofing Project 5YA – at the detailed design stage.
2. Following further discussions around the Squash Club contract with RLHS Ms Gilbert confirmed that the Club has a full liquor licence.

LILIAN GILBERT

There being no further matters to discuss Ms Lilian Gilbert left the meeting at 6.25 pm.

E. DRAFT GOVERNANCE MANUAL 2022

Carried over to next meeting on 7 June 2022.

F. PRINCIPAL'S REPORT

JW presented his report and further explained some points:

1. Performance against Annual Objectives
2. Pastoral
3. Hauora Week
4. Sports Exchange
5. Roadshow and Open Days
6. Kahui Ako
7. Teacher Accord Day
8. Relief Management
9. Senior Lead Team Reports

MATTERS ARISING:

- i. **Pastoral** - There have been a number of stand downs and one suspension, most of which are related to the same incident.
- ii. **Current roll** - There are currently 679 students at RLHS with several enrolments pending.
- iii. **A Memorandum of Understanding** has been drawn up outlining a formal representation agreement between iwi and hapū and the RLHS BOT. Mr Heke will meet with Mr Parone Pirika and any Tangata Whenua from Owkata to ensure that the MOU correctly represents all parties. Mr Heke to report at the next BOT meeting.
- iv. **Charter 2023** - Mr Ward clarified that in 2023 the charter will be replaced by the Strategic Plan. The Strategic Plan will continue to identify core areas of focus and our goals/objectives. As with the Charter this will be considered a working document and referred to throughout the year.
- v. **This Term** - Mr Ward advised there are two main focuses for this term; one is senior pathways and the other is developing restorative practice within the school. Both aim to improve student engagement and reduce truancy.
- vi. **NZQA** - Mr Ward advised there was a meeting with NZQA, Mrs McLean and Mr Ward last week. NZQA met with our rumaki class and had a very engaging conversation with the students. When the report from NZQA is available Mr Ward will send it on to the BOT.

MATT HEKE

JON WARD

G. NEW POLICIES FEEDBACK

- Mr Ward advised he is continuing to work through the RLHS policies which is quite a lengthy process. Mr Ward will keep the BOT informed.

JON WARD

H. STUDENT REPRESENTATIVE REPORT / FEEDBACK

- i. Questions asked:
 - a. How are they settling into their positions?
 - b. Is there any way the board can support your role?
- ii. Response:

Covid has been a big obstacle since the start of the year. Many prefects have been out with covid (including head prefects). It is hard to achieve anything because although a few prefects are out with covid or isolating each week, there are still several prefects who are regularly not attending the meetings or showing up late. This gives other prefects the impression that they aren't committed to the position. They said it's easy to settle into their positions as there is no position to settle into such as student-led assemblies and events to be arranged. Everything they do is behind the scenes so it doesn't feel like there is a role to fulfill. In response to how the board can support them, it would be useful to have a budget, the budget would be spent on some in school leadership initiatives and promotion etc for the events Prefects are organising.
- iii. Also to be able to create bonding and team building opportunities for the prefect group through outside speakers, shared kai, and other incidentals that come up as the year progresses.
- iv. In the past this money has sometimes come from a DP budget but having it directly available and quantified for the prefects would be an acknowledgement of their hard work and positions earned within the school community. Their achievements during term one were getting the

breakfast club up and running and their \$5000 grant for the environmental committee.

- v. Anzac day was a huge success.
- vi. The BOT thank Ms A Robinson for her report and advised the BOT would discuss a budget for the prefects.

RLHS BOARD OF TRUSTEES

I. HOUSE-KEEPING

Minutes: BOT Meeting minutes 12 April 2022.

MATTERS ARISING

None.

CORRESPONDENCE INWARDS / OUTWARDS – AS LISTED

None

**BOT AS INDIVIDUALS
UNANIMOUSLY RATIFIED
MINUTES OF 12 APRIL
2022**

Proposed by: Todd Cheesman
Seconded by: Angela Cronin

J. GENERAL BUSINESS

1. April 2022 RTL B Report to be tabled and ratified.
2. RTL B Annual Report Declaration 2022. To be ratified by the BOT and signed by Presiding Member.
3. Two RTL B positions have been advertised. These positions close on Monday 23 May. Mr Ward to keep the BOT informed.
4. RTL B Vehicle Policy. An objection from a member of the public around the consultation process of this policy was sent to the RTL B Cluster Manager. Following an investigation, it was found that due diligence was maintained.
5. Stem Academy. Mr Heke enquired if the STEM programme would be suitable to introduce at RLHS. Mr Ward to investigate how to implement this within a Maori medium and report to the BOT.
6. The BOT expressed their sadness on the passing of staff member Liandra Allen. Mr Ward advised supports were put in place for staff in the form of offering the services of the school counsellor and EAP.
7. Te Hiringa Programme. Ms Glenda Curtis and Mr AJ Harris proposed the Te Hiringa programme for our students. The programme design is youth-centric; based on individual and whānau needs and aspirations; provides a supported pathway that aligns with their aspirations; achieves identified goals and positive outcomes; and actively engages ākonga and whānau throughout the process. It includes an intensive 10-week programme (including whānau participation); one on one support; home visits; whānau activities, brokering support back into education, training or employment; and six months follow up mentoring, coaching and transition support in their chosen pathway. is either wanted to come to alternative ed programme which will support kokiri and other programmes. The BOT were very impressed with the programme and were delighted the school will be involved.

**BOT AS INDIVIDUALS
UNANIMOUSLY RATIFIED
THE APRIL 2022 RTL B
REPORT**

JON WARD

K. IN COMMITTEE

It was moved that, in accordance with the terms of Section 48 of the Local Government Official Information Act 1987, the public be excluded from this part of the meeting for the reason that discussion of these matters would infringe the natural person under Section (2)a of the Local Government Official Information Act 1987, we now go into committee.

Meeting closed at:

6.50 pm

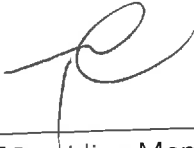
CLOSING KARAKIA:

Next BOT Meeting:

7 June 2022

Signed: _____

BOT Presiding Member



Date: _____

14/6/22