



**RANGIORA HIGH SCHOOL**  
**MINUTES OF THE OPEN BOARD MEETING**  
 Wednesday 18 September 2024 at 6.00pm

<b>PRESENT</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 50%;">Simon Green</td><td style="width: 50%;">Presiding Member</td></tr> <tr><td>Megan McNay</td><td>Parent Rep</td></tr> <tr><td>Gert Hendriks</td><td>Parent Rep</td></tr> <tr><td>Michael Sage</td><td>Parent Rep</td></tr> <tr><td>Carolyn Myall</td><td>Parent Rep</td></tr> <tr><td>Louise Courtney</td><td>Parent Rep</td></tr> <tr><td>Gillian Koster</td><td>Staff Rep</td></tr> <tr><td>Tynisa Leyendecker</td><td>Student Rep</td></tr> <tr><td>Remihana Emery</td><td>Acting Principal</td></tr> <tr><td>Rowena McKinney</td><td>Board Secretary</td></tr> </table>		Simon Green	Presiding Member	Megan McNay	Parent Rep	Gert Hendriks	Parent Rep	Michael Sage	Parent Rep	Carolyn Myall	Parent Rep	Louise Courtney	Parent Rep	Gillian Koster	Staff Rep	Tynisa Leyendecker	Student Rep	Remihana Emery	Acting Principal	Rowena McKinney	Board Secretary
Simon Green	Presiding Member																					
Megan McNay	Parent Rep																					
Gert Hendriks	Parent Rep																					
Michael Sage	Parent Rep																					
Carolyn Myall	Parent Rep																					
Louise Courtney	Parent Rep																					
Gillian Koster	Staff Rep																					
Tynisa Leyendecker	Student Rep																					
Remihana Emery	Acting Principal																					
Rowena McKinney	Board Secretary																					
<b>APOLOGIES</b>	Darryn Ward, David Lowe																					
<b>DECLARATION OF INTEREST</b>	Nil																					
<b>SPEAKING RIGHTS</b>	<p><i>"That speaking rights be granted to David Lowe, (Business Manager)".</i></p> <p><b>Moved:</b> Presiding Member  <b>Carried</b></p>																					
<b>1.</b>	<b>ADMINISTRATION</b>																					
	The Board welcomed the following speakers ComCol (Tony Hall, Kate O'Connor, Cathy Batchelor), Phil Shaw, (RNL Board member) as well as Emma Don and Sam Dyer (RHS Staff).																					
<b>2.</b>	<b>MONITORING</b>	<b>Action</b>																				
<b>2.1</b>	<p><b>Presentation</b></p> <p>Comcol discussed their historical and current collaborations with the school including the International Department, Lighthouse Programme and the Grow programme and are investigating how they could link their Living Lab and Biodiversity corridor with the schools whenua.</p> <p>Emma Don presented the results of the school's Health Community Consultation. Consultation occurs every 2 years and this year it was conducted via an online google form.</p>																					

	42 responses were received. Feedback was overall supportive with informative responses regarding units of learning.	
<b>2.2</b>	<p><b><u>Strategic Targets Update</u></b></p> <ul style="list-style-type: none"> <li>• CAA results inform the school of those students who do not have Lit/Num in 2025. Tracking becomes important for these students .</li> <li>• TOP - has worked well for students to obtain additional credits. The school is continuing to support students to obtain credits</li> <li>• Interview process for kaitiaki positions finalised. This was a 2 day process with a 5 person panel. Positions are based on the Tū Rangatira model of leadership. 19 applicants which is encouraging.</li> <li>• No change to 2025 timetable structure.</li> <li>• Great examples of school culture incl the NZ Area Schools Barbarian game, kapa haka, and showcase which has displayed the school values</li> </ul>	
<b>2.3</b>	<p><b><u>Board KPIs</u></b></p> <p>Term 4 Wk9</p>	
<b>2.4</b>	<p><b><u>Finance &amp; Property Report</u></b></p> <ul style="list-style-type: none"> <li>• Bellgrove have agreed to pay the nominated amount for the small easement valuation</li> <li>• Small blessing for whare to be held next week. Official opening on October 17 School gifted a name for whare Te Ao Mārama</li> <li>• Caretaker's residence - Remihana Emery following up with option of using this as an educational resource</li> </ul>	
<b>2.5</b>	<p><b><u>H&amp;S Report</u></b></p> <ul style="list-style-type: none"> <li>• Harrison Tew at school on Friday 18 October to review the school's H&amp;S processes. Feedback will help form the job description for the new H&amp;S officer position.</li> <li>• EOTC - post review trip process to be implemented including use of seat belts in school mini vans</li> </ul>	
<b>2.6</b>	<p><b><u>Uniform and Branding Report</u></b></p> <p><i>Nil</i></p>	
<b>2.7</b>	<p><b><u>International Department</u></b></p> <p>Independent review by SIEBA which will look at compliance, strategies, current position of department occurring on Monday 21 October.</p>	
<b>2.8</b>	<p><b><u>Whenua Update</u></b></p> <p><i>The report was taken as read and received</i></p>	
<b>2.9</b>	<p><b><u>Cultural Report</u></b></p> <p><i>The report was taken as read and received</i></p>	
<b>3.0</b>	<p><b><u>Sports Report</u></b></p> <p><i>The report was taken as read and received</i></p>	
<b>3.</b>	<b>STRATEGIC DECISIONS</b>	
	<i>Nil</i>	
<b>4.</b>	<b>STRATEGIC DISCUSSIONS</b>	

4.1	<p><b><u>Principals report</u></b></p> <ul style="list-style-type: none"> <li>● Increase in stand downs for Term 3 which is indicative of the work within the pastoral area over the first 2 terms.</li> <li>● Rongohia te hau survey (cultural responsiveness to Maori students) results show that staff continue to work on engagement and obtaining student voice.</li> </ul> <p><i>The report was taken as received</i></p>	
5.	<b>NEXT AGENDA</b>	
	Nil	
6.	<b>ADMINISTRATION</b>	
6.1	<p><b><u>Confirmation of Minutes</u></b></p> <p><i>That the minutes of the meeting dated 21 August 2024 be accepted as a true and accurate record.</i></p> <p><b>Moved:</b> <i>Presiding Member</i>                      <b>Seconded:</b> <i>All</i></p>	<i>Carried</i>
6.2	<p><b><u>Matters Arising</u></b></p> <p>The Board discussed the possibility of co-opting a Maori student representative commencing in 2025. NZSBA have informed the Presiding Member that this can occur.</p> <p><i>Resolution 2024/OP/028</i></p> <p><i>That the Board agrees to co-opt a Maori student representative to the Board commencing 2025.</i></p> <p><b>Moved:</b> <i>Simon Green</i>                      <b>Seconded:</b> <i>Louise Courtney</i></p> <p><b>Action Point: EMR to follow up with Maori student rep.</b></p>	<p><i>Carried</i></p> <p><b>AP</b></p>
6.3	<p><b><u>General Business</u></b></p> <p>1. Privacy Report - noted that there was a 2022 incident included that should not be there.</p> <p><i>The report was received</i></p>	
6.4	<p><b><u>Board Process</u></b></p> <p>nNoted</p>	
6.5	<p><b><u>For Information</u></b></p> <p>1. French Language 2026 cultural trip request. This request replaces the 2025 New Caledonia trip which has been cancelled. The school now requests staff that all risk factors are identified prior to seeking approval for overseas trips. The Board seeks clarification on whether students can still attend the trip if they are no longer studying French.</p> <p><i>Resolution 2024/OP/029</i></p> <p><i>That the Board supports in principle the request from the French Department for an overseas trip to Tahiti in July 2026 and to hold an initial caregiver and student information session.</i></p> <p><b>Moved:</b> <i>Gert Hendricks</i>                      <b>Seconded:</b> <i>Megan McNay</i></p>	<i>Carried</i>

	<p>2. 2025 triennial and staff election. The Board agreed to hold this on the nominated date as provided by NZSBA.</p> <p><i>Resolution 2024/OP/030</i></p> <p><i>That the Board approves the 2025 Triennial Board and Staff Election date as 17 September 2025</i></p> <p><b>Moved: Presiding Member    Seconded: All</b></p>	<i>Carried</i>
6.6	<b>PD</b> Noted	
6.7	<b><u>Correspondence</u></b> Noted	
6.8	<b><u>Action Items Update</u></b>	
<b>7.</b>	<b>IN- COMMITTEE MEETING</b>	
	<p><b>Resolution</b></p> <p><i>“That the public be excluded from this meeting for the consideration of Agenda Items 2-6 of the In-Committee Agenda (Strategic Discussion, Administration, Reports and Information Items). This resolution is made in reliance on <a href="#">section 48(1)(a)</a> of the Local Government Official Information and Meetings Act 1987 and for the reasons contained in the Official Information and Meetings Act 1982 s9(2)(a) (“To protect the privacy of natural persons”) and s9(2)(j) (“Carry on commercial and industrial negotiations”) and that the meeting move In-Committee.”</i></p> <p><b>Moved:</b> Presiding Member</p> <p>Following the conclusion of the In-Committee section of the meeting the public were readmitted at 7:55pm.</p>	<b>Carried</b>
<b>Meeting Closure 7:55pm</b>		
<b>Confirmed as a True and Correct record:</b>		
<p>_____</p> <p>Simon Green Presiding Member</p>		<p>_____</p> <p>Date</p>

#### **ACTION TABLE:**

<b>Meeting Date</b>	<b>ACTION</b>	<b>Who</b>	<b>Date Due</b>
<b>2024</b>			
27 March	Rakahuri open evening for parents - Academic Awards night to be considered	KRB	WIP
26 June	KRB to organise a report from the Truancy Officer	KRB	Term 4 Wk 4
26 June	EMR to present a solutions focused plan at the next meeting for how the International department is going to move forward.	EMR	COMPLETE REMOVE

26 June	SG to follow up with LWD re: alarm testing.	SG	COMPLETE REMOVE
18 September	Maori student rep cooption for 2025	EMR	WIP