RANGIORA HIGH SCHOOL
MINUTES OF THE OPEN BOARD MEETING
Wednesday 19 August 2026 at 6:00pm

PRESENT

Simon Green	Presiding Member
Carolyn Myall	Parent Rep (online)
Louise Courtney	Parent Rep
Megan McNay	Parent Rep
Lorraine Walker	Parent rep
Gert Hendriks	Parent rep
Harry Parish	Student Rep
Aataahua Rihari Tamati	Māori Student Rep
Emma Don	Staff Rep
Bruce Kearney	Principal
Rowena McKinney	Board Secretary

APOLOGIES	David Lowe
DECLARATION OF INTEREST	Nil
SPEAKING RIGHTS	*"That speaking rights be given to Remihana Emery (Associate Principal)"* *Carried.*

1.	**ADMINISTRATION**	**Action Point**
	Welcomed the students from the Year 13 SoS class, their teacher Jasmine Lines as well as Tim Heidmann and Paula McDonald	
2.	**MONITORING**	
2.1	**Presentations:** ● **Student Presentation on Digital Safety:** Year 13 students raised concerns regarding AI, deepfakes, and digital harm. The Board clarified that policies follow SchoolDocs templates, with the Digital Technology and Online Safety Policy scheduled for review in Term 1, 2029 (or earlier if urgent), while AI education remains an operational teaching matter.	

	Students and Ms Lines left at 6:15pm ● **Kaiawhina Review & Proposed Hybrid Model:** Tim Heidmann presented findings from a year-long review on teaching assistant deployment. Following feedback, a hybrid model was proposed to enhance support, streamline services (such as SAC and reader/writer support), expand small-group reading, and improve fiscal efficiency. Staff responses are mixed, with some experiencing anxiety around role modifications. The Board noted that the proposal aims to adapt to evolving needs rather than serve as a simple $450,000 cost-cutting exercise. *Tim Heidmann and Paula McDonald left at 6:40pm*	
2.2	**KPI** Wk 8	
2.3	**SLT targets** Wk 8	
2.4	**Finance & Property** **Discussion:** 4 June Minutes The Business Manager has been working through several reviews and business cases, including a payroll process review examining controls and processes. Additionally, a business case was reviewed regarding the school van. While buying was financially the viable option, the Principal noted the school is in the business of teaching and learning rather than making money and the purchase of the van supports the Lighthouse Programme. ***Outcome**: Noted*	
2.5	**Health, Safety and Wellbeing** ***Discussion:*** **Summary of Health, Safety and Wellbeing Discussion:** ● **Go / No-Go System Report (Property Maintenance):** The system is functioning effectively with positive user feedback due to easy request submission. Efforts are ongoing to standardise data entry and event closure, alongside reviewing past incident learnings. ● **The Lighthouse Risk & Ratios Guidance:** Guidance was received regarding staff-to-child ratios (e.g., 1:2.5) and closure thresholds if safety cannot be maintained, with feedback provided to clarify decision-making procedures. ● **Physical Restraint Report:** The Board expressed satisfaction with the report and its findings. ● **Relief Report:** Relief usage remains high, but the situation is not critical as Term 3 is ending and Term 4 relies more on internal cover. ***Outcome:** Noted*	
2.6	**International** Wk 8	
2.7	**Creative Arts** Wk 8	
2.8	**Sports** Wk 8	
3.	**STRATEGIC DECISIONS**	
	Discussion: Policies ***Outcome:** To be discussed at the next Board meeting*	*Carry over*

4.	**STRATEGIC DISCUSSIONS**	
4.1	**Principal's report** **Summary of Principal's Report:** ● **Student Stand-downs & Exclusions:** Stand-downs have increased due to alcohol and physical altercations, and the school recorded its first student exclusion of the year. ● **Curriculum Implementation:** Secondary Social Sciences implementation begins in 2027 for Year 9s under Phase 4 of Minister Erica Stanford's framework. Due to a negotiated delay for primary levels (Years 0–8) until 2029, a transition gap will occur for incoming Year 9 students in 2027–2028. ● **KPIs & Waypoints:** Progress on strategic targets is moving along well, with initial delays resolved during Term 2. ● **Roll Demographics & Projections:** Despite a declining youth population in North Canterbury, the school's local market share has expanded. Enrolment scheme caps are unlikely to be triggered immediately, though smaller Year 9 cohorts will sequentially impact future year-level sizes. ● **Strategic Goals:** Upcoming goals focus on Attendance, Achievement, and a proposed Sense of Belonging. ● **Alternative Education & Comcol Lease:** Comcol's lease will be cancelled if they intend to deliver alternative education opposite the school. ● **Library Technology Space Proposal:** A $50,000 proposal for a demountable Junior Technology workshop in the library is targeted for the Christmas break. ● **Vehicle Acquisition:** Purchasing a 5-seater EV is under consideration to reduce staff travel reimbursement costs, support student transport, and replace the Gateway vehicle. ***Outcome:*** *The Principal's report was received*	
5.	**ADMINISTRATION**	
5.1	**CONFIRMATION OF PREVIOUS MINUTES** *That the minutes of the meeting dated 10 June 2026 be accepted as a true and accurate record*. ***Moved****:* *Simon Green* ***Seconded:*** *Emma Don*	*Carried*
5.2	**Matters Arising** Nil	
5.3	**General Business** **Health Curriculum Consultation & RSE Withdrawals (Section 91 Update)** An outline was provided regarding the statutory changes to Section 91 concerning health curriculum consultation. Under the updated legislation that took effect in 2026, state schools are required to keep the school community informed about the delivery of the health curriculum, but the requirement for a formal consultation process has been removed. However, Section 165(1) remains unchanged, preserving the statutory right of parents to withdraw their children from Relationships and Sexuality Education (RSE).	
5.4	**Board Process** Nil	

5.5

For Information

1. **Update on NZSBA conference by board members.**

The Board discussed key insights and reflections from members who attended the NZSBA Conference:

- **Governance Focus & New Members:** The conference emphasised distinguishing governance from management, benefiting the >50% first-time attendees and new boards.
- **AI & Digital Governance:** AI and digital governance were highlighted as urgent board priorities.
- **Succession & Website Visibility:** Discussions stressed succession planning and updating the school website with forward work to attract candidates for midterm elections.
- **Community Engagement:** A workshop focused on decision-making transparency, asking who decisions serve and encouraging ongoing curiosity.
- **Development & Culture:** Members valued professional growth and reaffirmed a shared commitment to keeping learners at the centre.
- **Media Strategy:** A media relations session emphasised transparency, admitting when answers are unknown, and using media proactively.
- **Board Culture:** Informal pre-meeting gatherings were noted as effective for building relationships and improving governance.

2. **PPTA request to the Board**

The Board considered a local PPTA branch request to write to the government regarding curriculum implementation concerns.

Key discussion points:

- **Letter Content & Curriculum Concerns:** Draft points align with earlier discussions on rollout concerns and unrealistic timelines.
- **Board Feedback on PPTA Approach:** Members strongly disagreed with the PPTA directing branches to ask boards to write to the Minister instead of engaging directly.
- **Proposed Action:** The Board agreed to draft its own letter supporting teachers, focusing specifically on unrealistic implementation timeframes and expectations.

Outcome: The Principal was tasked with drafting a targeted letter to be circulated to the Board via email for approval prior to sending.

3. **Grant funding**

The discussion addressed funding support for the school's equine-assisted therapy initiative. Clarification was provided that the grant application is being submitted directly by the programme operators rather than the school, though funds will be managed through the school's accounts.

Outcome: *Resolution 2026/OP/020*

"That the Board agrees to support in principle,

1. *The application to The Trusts Community Foundation Ltd for a grant of $10,000 (GST exclusive) towards the cost of the delivery of Hauora with Horses - an equine-assisted therapy programme run by our Guidance department and authorises Val Andersen (Executive Officer) and Toni O'Beirne (Guidance Counsellor) to apply on behalf of Rangiora High School.*

	2. *The application to Rātā for a grant of $10,000 (GST exclusive) towards the cost of towards the delivery of Hauora with Horses - an equine-assisted therapy programme run by our Guidance department and authorises Val Andersen (Executive Officer) and Toni O'Beirne (Guidance Counsellor) to apply on behalf of Rangiora High School.* ***Moved**: Bruce Kearney* ***Seconded**: Simon Green*	
5.6	**PD** ***Outcome**: Noted*	
5.7	**Correspondence** Nil	
5.8	**Action Items Update** Nil	
6.	**IN- COMMITTEE MEETING**	
	Resolution *"That the public be excluded from this meeting for the consideration of Agenda Items 2-5 of the In-Committee Agenda (Strategic Discussion, Administration, Reports and Information Items). This resolution is made in reliance on section 48(1)(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."* **Moved:** Presiding Member Following the conclusion of the In-Committee section of the meeting the public were readmitted at 8:08 pm.	*Carried*
Meeting Closure 8:08pm		
Confirmed as a True and Correct record:  2026-09-11 Simon Green Date **Presiding Member**		

ACTION TABLE:

Meeting Date	ACTION	Who	Date Due
2025			
3 September	Principal to follow up with EOTC coordinator to include missing persons procedure in EOTC policy	EMR	WIP
2026			
10 June	EOTC policies to be reviewed	EMR	WIP

Audit trail

Details

FILE NAME	19 August 2026 Board Open Minutes - 11/09/2026, 09:27
STATUS	Signed
STATUS TIMESTAMP	2026/09/10 22:35:06 UTC

Activity

SENT	mkr@rangiorahigh.school.nz **sent** a signature request to: • Simon Green (simon.green@rangiorahigh.school.nz)	2026/09/10 21:27:31 UTC
SIGNED	**Signed** by Simon Green (simon.green@rangiorahigh.school.nz)	2026/09/10 22:35:06 UTC
COMPLETED	This document has been signed by all signers and is **complete**	2026/09/10 22:35:06 UTC

The email address indicated above for each signer may be associated with a Google account, and may either be the primary email address or secondary email address associated with that account.