



RANGIORA HIGH SCHOOL BOARD OF TRUSTEES MEETING
Wednesday 20 May 2020
At 7.00pm by Video Conference
OPEN AGENDA

	BOT Annual Agenda RHS Policy Framework
1	Apologies
2.	Conflicts of Interest for the Meeting
	<i>Declaration of any conflicts of interests in items to be covered during the meeting, (Open and In- Committee Agendas) and any updates to the Board Conflict of Interest Register.</i>
3.	Speaking Rights
	<i>Standing Motion – “that speaking rights be given to Paul Donnelly, Associate Principal, and David Lowe, Business Manager”</i>
4.	Briefings
	Pandemic Management (<i>Oral update if required</i>).
5.	Strategic Discussions and Decisions
	5.1 BOT By - Election - casual vacancy (<i>next steps</i>) 5.2 Education Brief Master Plan 5.3 Enrolment Scheme 2021 Review - <i>2020 report and guidelines for information only</i> 5.4 Out of Zone enrolments 2021-year <i>(Resolution as adopted by email 8 May 2020 for information)</i>
6.	Administration
	6.1 Confirmation of Minutes – <i>Open Meeting of 25 March 2020</i> 6.2 Correspondence – (see list attached) 6.3 Report on Finance and Property Committee Open Meetings of 8 April and 13 May 2020 6.4 Confirmation of Audited Accounts for Year Ending 31 December 2019 (<i>oral update</i>) 6.5 Letter of Representation for 2019 Year (<i>If available</i>) 6.6 Review Conflict of Interest Register – attached as at May 2020 6.7 Search Authority Agreement (<i>for approval</i>)

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	6.8 Appointment of Returning Officer 2020 Student BOT Representative - (oral update)
7.	Monitoring
	<p>7.1 Principal's Report May 2020 (Includes Health and Safety Report)</p> <p>7.2 Finance Report April 2020 (ex F & P Cttee mtg 13 May)</p> <p>7.3 Three Year Policy Review document (BOT to Confirm review dates – as per adopted policies (2-year cycle) or as amended- 3-year cycle)</p> <p>7.4 Self Review Maori and Pacifica students - Carried forward</p> <p>7.5 Review 22019 Communications Plan - Carried forward</p>
8.	Policies For Review
	<p>8.1 Curriculum Policy (approval for consultation sought) <i>(reviewed every year last done 29 March 2019 adopted ref 2019/OP/1)</i></p> <p>8.2 Assessment Policy (approval for consultation sought) <i>(reviewed every year last done 29 March 2019 adopted ref 2019/OP/016)</i></p>
9.	In Committee Meeting
	<p>Resolution to Move into In-Committee meeting</p> <p><i>“That the public be excluded from this meeting for the consideration of Agenda Items 2, 3, 4, 5, 6, 7, 8, and 9 of the In- Committee Agenda (Strategic Discussion and Administration, and Information Items), for the reasons contained in Clauses S9 (2) (a) Official Information and Meetings Act 1982(“To protect the privacy of natural persons”) and Clause S9 (2) (“Carry on commercial and industrial negotiations”) and that the meeting move In-Committee.”</i></p>
10.	For Information Items
	N/A
11.	Date of Next Meeting
	BOT Meeting 24 June 2020

INWARDS CORRESPONDENCE:

DATE	DETAILS	COPIES TO	ACTION
13 May 20	NZSTA Membership Matters	BOT	Information NB note NZSTA Conference has been cancelled for 2020
20 April	MoE Fees Release Project 217716 Universal Bathroom MSU	BOT	For information
14 April	MoE Fees Release Project 220702 ILE Upgrade Deck	BOT	For information
15 April	MoE Fees Release Project 220703 Site Stormwater and sewer upgrade	BOT	For information

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8 April 20	SLTB 2020a <u>update</u>	BOT	For information
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OUTWARDS CORRESPONDENCE:

Date	Details
	N/A

ACTION TABLE:

Meeting Date	No	ACTION	Responsibility	Date Due
22 May 19	AP103	Communications Plan – revise and Bring back	CQ KR	June 20 Mtg
26 June 19	AP111	Health and Safety Report on BOT responsibilities to come back	DL	June 20 Mtg
6 Nov 19	AP148	Develop Rangiora HS Graduate profile	PD	Check with PD
19 Feb 2020	AP172	By Election Casual Vacancy next steps	STK SG	WIP
	AP176	Delegation's Final Copies to be signed	KR	Done remove
	AP177	TOR to be reviewed by Committees done susp review to do FP & ARTE	KR	Susp review done C others to be done may June
	AP179	Finance and Admin Policy to be completed	KR DL	April final revisions
	AP180 & 190	Dates for Tuahiwi workshops to be advised and NZSTA workshops 2020	KR	Ongoing – review June
1 March 20		Hard Copy of Suspension Folder to BOT members	KR	E copies circulated hard copies to be done May
25 March 20	AP183-	Update TOR Review Committee inc Web	KR	May
	AP185	Approach NZST re assistance risk mgmt systems		
	AP186	Update re delegations re-signing of Core Projects	KR	
	AP187	BOT Self Review 2020 deferred at March Mtg - review		June
	AP189	Budget for 2020 to be reviewed and brought back	DL	May/June
	AP192	Bring back Curriculum and Assessment Policy for review	KR	May
May 20		Stand-down and Suspensions Report in Principal's report	STK	June Report

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EVENTS

Date	Details
	<p>Prizegiving 2020 etc. Junior - 10 December 7pm Senior - 30 November Year 13 - 2 December</p>
	<p>Newsletter 2020 Dates</p>
	<ul style="list-style-type: none"> ▪ Simon Green term 2 2020 - Theme suggested – curriculum and Kahui Ako ▪ Ben Prain Term 3 2020 – Theme suggested – sport and mid-term elections Dec 20 ▪ Louise Courtney term 4 2020 – Theme suggested - Summary of the year past ▪ 2020 Year Book October 2020- Simon Green
	<p><i>Strategic Planning Day Term 2 or 3 - to be discussed</i> Who will attend?</p> <ul style="list-style-type: none"> ▪ <i>PTA meetings</i> Tuesday 7th April 2020 (AGM) – Simon Green, Gillian Koster May 12 4 August 10 November
	<ul style="list-style-type: none"> ▪ Whanau hui Dates 2020 Leigh Kennedy will attend all, Simon Green will attend first one ▪ 14 May ▪ 30 July ▪ 17 September ▪ 5 Nov
	<p>Ball dates 2020 – now postponed</p> <p>Meet and Greet winter 2020 ?</p>

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