



RANGIORA HIGH SCHOOL
MINUTES OF THE OPEN BOARD MEETING
 Wednesday 21 August 2024 at 6.00pm

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|--------------------------------|---|---------------|-------------|------------------|----------------|-----------|---------------|------------|-------------|------------|--------------|------------|---------------|------------|----------------|-----------|--------------------|-------------|-----------------|-----------------|
| PRESENT | <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>Remihana Emery</td> <td>Principal</td> </tr> <tr> <td>Gert Hendriks</td> <td>Parent Rep</td> </tr> <tr> <td>Darryn Ward</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>Gillian Koster</td> <td>Staff Rep</td> </tr> <tr> <td>Tynisa Leyendecker</td> <td>Student Rep</td> </tr> <tr> <td>Rowena McKinney</td> <td>Board Secretary</td> </tr> </table> | | Simon Green | Presiding Member | Remihana Emery | Principal | Gert Hendriks | Parent Rep | Darryn Ward | Parent Rep | Michael Sage | Parent Rep | Carolyn Myall | Parent Rep | Gillian Koster | Staff Rep | Tynisa Leyendecker | Student Rep | Rowena McKinney | Board Secretary |
| Simon Green | Presiding Member | | | | | | | | | | | | | | | | | | | |
| Remihana Emery | Principal | | | | | | | | | | | | | | | | | | | |
| Gert Hendriks | Parent Rep | | | | | | | | | | | | | | | | | | | |
| Darryn Ward | Parent Rep | | | | | | | | | | | | | | | | | | | |
| Michael Sage | Parent Rep | | | | | | | | | | | | | | | | | | | |
| Carolyn Myall | Parent Rep | | | | | | | | | | | | | | | | | | | |
| Gillian Koster | Staff Rep | | | | | | | | | | | | | | | | | | | |
| Tynisa Leyendecker | Student Rep | | | | | | | | | | | | | | | | | | | |
| Rowena McKinney | Board Secretary | | | | | | | | | | | | | | | | | | | |
| APOLOGIES | Megan McNay, David Lowe, Louise Courtney, Chris Quigley (Acting Associate Principal) | | | | | | | | | | | | | | | | | | | |
| DECLARATION OF INTEREST | Nil | | | | | | | | | | | | | | | | | | | |
| SPEAKING RIGHTS | <i>"That speaking rights be granted to David Lowe, (Business Manager)".</i> Moved: Presiding Member Carried | | | | | | | | | | | | | | | | | | | |
| 1. | ADMINISTRATION | | | | | | | | | | | | | | | | | | | |
| | The Board welcomed Haidee Tiffen (DP), Paula McDonald (DP), Scott Wright (DP) as well as Bettina Gohl (International Director). | | | | | | | | | | | | | | | | | | | |
| 2. | MONITORING | Action | | | | | | | | | | | | | | | | | | |
| 2.1 | Staff Focus The Board discussed with Ms Gohl the following <ol style="list-style-type: none"> 1. An overview of how the International Department operates 2. What are the barriers to attracting and retaining quality homestays? 3. Ways in which the department promotes the school. 4. FTE Targets | | | | | | | | | | | | | | | | | | | |

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| | <p>The Board agreed to cover any additional marketing costs that are incurred by the Department in the attraction of additional homestays.</p> <p>The Board, in lieu of the Principal being on Sabbatical Leave, approved the presented marketing trip by the International Director for 2024 to Thailand and China.</p> <p><i>Bettina Gohl left the meeting at 6.26pm</i></p> | |
| <p>2.2</p> | <p><u>Strategic Targets</u> Presentation by the Deputy Principals <u>Curriculum & Learning</u> Haidee Tiffen and Paula McDonald discussed progress against the strategic targets</p> <ul style="list-style-type: none"> ● School wide PLD has centred on student feedforward/feedback. PLD facilitator indicated there was a shift in the Leader of Learnings’ thinking from te ao Pakeha to te ao Māori ● Working on building staff capability on NCEA Level 1 ● Ngāi Tūāhuriri creating staff workshops for 2025 ● TOP introduced again for 2024 - assists selected students to obtain credits. ● Whenua - Year 9 Horticulture will run in 2025 ● To conduct a review of the curriculum review with data by the end of this term. This will be for feedback purposes only. <p><u>Wellbeing</u> Scott Wright discussed the 2024 pastoral review</p> <ul style="list-style-type: none"> ● Pastoral review occurred in Term 1 & 2 with an external review in Term 2. ● 5 key recommendations. First recommendation (Role clarity & consistency) underway with new job description and advertising of the kaitiaki positions. ● Term 4 - expect to have discussion of the other areas of the review. ● Kaitiaki supervision could be funded in 2025 with the possibility of staffing hours (PPTA settlement) <p><i>Haidee, Paula and Scott left the meeting at 7:11pm</i></p> | |
| <p>2.3</p> | <p><u>Board KPIs</u> Board discussed the data noting there was a large proportion of ? / unknown and queried how does the school ensure that attendance is completed accurately? The Acting Principal will look at ways of minimising the number of unknown absences.</p> <p><i>The reports were received</i></p> | |
| <p>2.4</p> | <p><u>Finance & Property Committee</u> Board conscious of the need to pull back on the amount of additional funding of staff and the sustainability of this. Also considering the shifting priorities of the school and board, in view that their funding for the Bridge programme ends this year. The Board preferred that their current focus of support was on assisting students achieve their Literacy/Numeracy and those ‘At risk’ students.</p> <p>The Board asked the acting Principal to ensure that all students have the opportunity before the end of 2024, to visit the whare.</p> <p>The board adopted the Finance Committees recommendations</p> | |

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| | <p><i>RESOLUTION 2024/OP/026</i></p> <ol style="list-style-type: none"> <i>The Business Manager shall negotiate on behalf of the School Board to settle the matter of this easement with the Bellgrove developers for the independent valuation of \$14500 (fourteen thousand five hundred dollars) as well as the costs of the valuation of \$2500 (two thousand five hundred dollars).</i> <i>That any compensatory money received from the two easements be placed into a budget for the whenua. This budget will be reviewed at the end of 2025.</i> <p><i>Moved: Chair Seconded: All</i></p> <p><i>The report was taken as received.</i></p> | <i>Carried</i> |
| 2.5 | <u>H&S Report</u> Week 9 | |
| 2.6 | <u>Uniform and Branding Report</u> Nil | |
| 2.7 | <u>International Department</u> Week 9 report | |
| 2.8 | <u>Whenua Update</u> Noted | |
| 3. | STRATEGIC DECISIONS | |
| | <p><i>RESOLUTION 2024/OP/027</i></p> <p><i>That the Board adopts the Online Safety policy</i></p> <p><i>Moved: Simon Green Seconded: Carolyn Myall</i></p> | <i>Carried</i> |
| 4. | STRATEGIC DISCUSSIONS | |
| 4.1 | <p><u>Principals report</u></p> <p>The acting Principal spoke to his report noting</p> <ul style="list-style-type: none"> ● High occurrences of junior students stood down. The school invests time in keeping these year levels active and engaged. ● Cultural survey comparative data. For further discussion at the next Board meeting. ● Staff survey - staff have indicated they feel valued and appreciated. This is positive. ● Tracking underway for students predicted NCEA progress. These students will then be supported through programmes such as TOP. <p>The Board agreed this was a great illustration of the schools strategic plan of 'Know Me Guide Me'</p> <ul style="list-style-type: none"> ● 2025 Year 9 Camps - will return to Boyle River after a review of all potential providers. ● Guidance Department - Equine Therapy funding request. The Board supports the department's request for additional funding and refers this matter back to the Principal. <p><i>The report was taken as received</i></p> | |
| 5. | NEXT AGENDA | |

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| | Gert will complete the Term 3 Board article. | |
| 6. | ADMINISTRATION | |
| 6.1 | <p><u>Confirmation of Minutes</u></p> <p><i>That the minutes of the meeting dated 26 June 2024 be accepted as a true and accurate record.</i></p> <p>amend section on international to IC then carried</p> <p>Moved: Presiding Member Seconded: All</p> | <i>Carried</i> |
| 6.2 | <p><u>Matters Arising</u></p> <p>To be discussed in Week 09</p> | |
| 6.3 | <p><u>General Business</u></p> <p>The Board agreed to discuss at its next meeting the idea of co-opting a Māori student representative.</p> | |
| 6.4 | <p><u>Board Process</u></p> <p>Noted</p> | |
| 6.5 | <p><u>For Information</u></p> <p><u>Land Use</u> - The MoE has been in touch with the Board to discuss the future use of RHS land. The MoE will meet with representatives of the Board on Monday 26 August.</p> | |
| 6.6 | <p><u>PD</u></p> <p>Noted</p> | |
| 6.7 | <p><u>Correspondence</u></p> <p>Noted</p> | |
| 6.8 | <p><u>Action Items Update</u></p> <p>REMOVE - School alarms can be heard in classes.</p> | |
| 7. | IN- COMMITTEE MEETING | |
| | <p>Resolution</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 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.”</i></p> <p>Moved: Presiding Member</p> <p>Following the conclusion of the In-Committee section of the meeting the public were readmitted at 9:00pm.</p> | Carried |
| Meeting Closure 9:00pm | | |
| Confirmed as a True and Correct record: | | |
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| Simon Green Presiding Member | Date | |
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ACTION TABLE:

| Meeting Date | ACTION | Who | Date Due |
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| 2024 | | | |
| 27 March | Rakahuri open evening for parents - Academic Awards night to be considered | KRB | WIP |
| 27 March | Send calendar invite for Board to meet to discuss Board review | MKR | CANCEL. |
| 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 | Term 3 Wk 9 |
| 26 June | SG to follow up with LWD re: alarm testing. | SG | Term 3 Wk 4 |
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