



	<p>Departmental goals include community context for student learning and delivering programmes of learning to engage and inspire students. Within the Junior School work is underway on streamlining courses to focus on quality of teaching and learning. Within the Senior School, a multipurpose facility/space or 'Makerspace' is required to accommodate the connected learning for students to help transition into further studies or trades. The ability to build larger items such as timber frame structures is needed.</p> <p>The Fashion and Textiles component has seen a decline in numbers. It is believed this may be attributed to a change in consumer thinking. There is scope for change within this by moving towards a wearable arts concept.</p> <p>The Board discussed the department's immediate concerns regarding spacing/classroom issues and several solution options were identified.</p> <p><b>ACTION: KRB/BRG to prepare a business plan to present to the Board re: multipurpose space</b></p> <p><i>Greg Brooks left the meeting at 7:02pm.</i></p> <p><i>Melissa Heyrick (International Director) presented to the Board at 7:04pm</i></p> <p><u>International Department</u></p> <p>The International Director outlined where the Department is currently positioned with 15 confirmed students in T3 2022 and another 3-5 student inquiries. There are currently 41 student inquiries/applications for T1 2023. Her current focus is rebuilding staff capability and has a 12 month plan to focus on</p> <ol style="list-style-type: none"> <li>1. Staffing</li> <li>2. Rebuild Accommodation, ESOL and Equestrian programmes</li> <li>3. Improve digital marketing capacity</li> <li>4. Global Citizenship within the school</li> </ol> <p><b>ACTION: KRB/HYM to work on a business plan to provide a cost analysis to rebuild the Department.</b></p> <p><i>Melissa Heyrick left the meeting at 7:18pm</i></p>	<p>AP 006 KRB/GRB</p> <p>AP007 KRB/HYM</p>
5.	<b>STRATEGIC DISCUSSIONS AND DECISIONS</b>	
	Refer to Principals Report	
6.	<b>ADMINISTRATION</b>	
6.1	<p><b><u>CONFIRMATION OF PREVIOUS MINUTES</u></b></p> <p><i>That the minutes of the meeting dated 30 March 2022 be accepted as a true and accurate record.</i></p> <p><b><i>MOVED: Gillian Koster    SECONDED: Simon Green    CARRIED</i></b></p>	
6.2	<p><b><u>MATTERS ARISING</u></b></p> <p><u>Te Tiriti o Waitangi workshop</u></p> <p>The Presiding Member outlined the key points for the Board to consider.</p>	

	<ol style="list-style-type: none"> <li>1. Need to make links with the local culture and have an understanding why these links are required. Suspension meetings should be more culturally appropriate and considerate of the students' needs.</li> <li>2. Understanding local tikanga Māori and the extent it is reflective within the school.</li> <li>3. Impact of Education and Training Act 2020 changes on Boards - curriculum should reflect tikanga and te reo.</li> </ol>	
6.3	<p><u>Māori representation</u></p> <p>a) The Principal noted a Board representation should be reflective of the school's diversity to ensure the Board looks at issues from a variety of lenses and decisions are balanced. The Board agreed this was part of their obligation and a need to co-opt a member who is not Pākehā. While the Board has been proactive in contacting a representative of the Ngāi Tūāhuriri, it understands that the Board and school first must build its relationship through actions of connectedness to the local culture. The Principal indicated he will continue on the Boards behalf to seek to co-opt a member but that he will look at parents to represent rather than a Ngāi Tūāhuriri representative.</p> <p><b>ACTION - KRB to research co-opting a parent of Maori descent.</b></p> <p><b>ACTION - DNP to look at courses to add to the board agenda.</b></p> <p>The Board agreed that a member of the board will open each meeting with a Karakia. The Associate Principal will open the 26 June meeting.</p>	<p>AP008 KRB</p> <p>AP009 DNP</p>
b)	<p><u>Communication</u></p> <p><b>ACTION - MKR to send template to AH for newsletter article</b></p>	Done
c)	<p><u>Trust Representatives</u></p> <p>The Board were aware that with Ms Stewart's departure from the Principalship, there was a need to replace her as Trust representative on the North Canterbury Alpine Trust (NCAT) and the North Canterbury Sports and Recreation Trust (NCSRT).</p> <p><b>NCAT</b> - The Board agreed to nominate Ms Malcolm. While Ms Malcolm is already on the NCAT Board, she is not there as RHS representative.</p> <p><b>ACTION - MKR to send letter to NCAT advising of Ms Malcolms nomination.</b></p> <p><b>NCSRT</b> - The Principal agreed to replace Ms Stewart as representative.</p> <p><i>RESOLUTION 2022/OP/022</i></p> <p><i>The Board nominates Ms Julia Malcom as RHS representative on the NCAT Board and Mr Bruce Kearney as RHS representative on the NCSRT Board.</i></p> <p><b>Moved:</b> Simon Green                      <b>CARRIED: All</b></p>	Done
d)	<p><u>Memo for disposal of archived material</u></p> <p><i>RESOLUTION 2022/OP/023</i></p> <p><i>“That the Board approves the destruction of Rangiora High School Governance Records as identified within the Memo dated 17 May 2022 and in accordance with the Ministry of Education School Records - Retention/Disposal Schedule”</i></p>	

	<i>Moved: Ben Prain</i> <i>Seconded: Wayne Bonnett</i> <i>CARRIED: All</i>	
e)	<p><u>Triennial Board and Staff Elections</u></p> <p>RESOLUTION 2022/OP/024</p> <p><i>“That the Board approves the Triennial Board and Staff election data as the 7 September 2022”</i></p> <p><i>Moved: Ben Prain</i>                      <i>Seconded: Darryn Ward</i>                      <i>CARRIED</i></p>	
f)	<p><u>2023 Out of Zone Enrolment</u></p> <p>The Board discussed the 2023 out of zone ballot decision. It was agreed to rescind Resolution 2022/OP/010, to offer eight Year 9 places dependent on Priority levels and ballot and that Gillian Koster will represent the Board if a ballot is required on 3 August 2022.</p> <p>RESOLUTION 2022/OP/025</p> <p><i>“That the Board rescinds Resolution 2022/OP/010 and approves eight Year 9 places for the 2023 school year.</i></p> <p><i>Moved: Presiding Member</i>                      <i>CARRIED: All</i></p>	
<b>7.</b>	<b>MONITORING</b>	
7.1	<p><u>Principals Report</u></p> <p><i>The report was taken as read and received.</i></p> <p>Key Points:</p> <p><b>COVID</b></p> <p>Averaging 20-25 teaching staff away each day. The school needs to change its mindset on COVID. Current rostering of year levels at home has caused undue anxiety and stress amongst the student population with attendance at 70%. Rather the school needs to look at implementing a 5-7 year plan.</p> <p><b>Strategic Thinking</b></p> <ol style="list-style-type: none"> <li>1. The current schools strategic vision has been simplified into <i>Culture, Wellbeing, Engagement and Curriculum</i>, with non-strategic targets of <i>Staff Culture, Framework and Enabling</i>. SLT will continue to work on this and will present it to the Board for approval.</li> <li>2. SLT have redefined their strategic roles to fit within this new model and will report to the board. This report will focus on their progress towards targets set by the Board.</li> <li>3. Strategic reporting will occur at each board meeting whilst non-strategic reporting will be once a term.</li> <li>4. The Board decides on KPI’s for the SLT to report back on i.e. engagement, attendance.</li> </ol> <p><b>Students</b></p> <p>Week 6 has been modified to promote outcomes for senior students</p> <p><i>Moved: Bruce Kearney</i>                      <i>Seconded: Andrew Hodgkinson</i>                      <i>CARRIED</i></p>	AP010 SLT

7.2	<p><b><u>FINANCE &amp; PROPERTY COMMITTEE MEETING REPORT - MAY 2022</u></b></p> <p><i>The report was taken as read and received.</i></p> <p>While the school is on budget the Business Manager has indicated there are a few risks affecting it. The annual audit is due for completion by 31 May and submission to MoE. At this stage, the audit will not be finalised however feedback from the auditors is that there are no major issues. Recommendations to the Board will be made in-committee.</p> <p><b>Moved:</b> Wayne Bonnett                      <b>Seconded:</b> Ben Prain                      <b>CARRIED</b></p>	
7.3	<p><b><u>REVIEW COMMITTEE REPORT - APRIL 2022</u></b></p> <p><i>The Report was taken as read and received.</i></p> <p>The Principal discussed the Board’s requirement to continue with the Review Committee. The Board agreed to dissolve the Review Committee with the expectation the Principal shall report back Board queries or concerns.</p> <p>RESOLUTION 2022/OP/026</p> <p><i>‘That the Board dissolves the Review Committee on 25 May 2022 and revokes any delegations issued to that Committee.’</i></p> <p><b>Moved:</b> Presiding Member                      <b>Seconded:</b> Darryn Ward.                      <b>CARRIED: All</b></p>	
7.4	<p><b><u>Uniform and Branding Committee</u></b></p> <p>This committee has been on hiatus with the transition in Principalship. The Board is keen to see this Committee re engaged and moving forward. The Board agreed that any decisions made regarding uniform standards/regulations would be enforced by them, including in the event of these standards being broken.</p> <p><b>ACTION POINT: MKR to organise next uniform committee meeting within next several weeks</b></p>	AP DONE
8.	<p><b>POLICIES</b></p>	
	<p>RESOLUTION 2022/OP/027</p> <p><i>‘That the Board adopts the Performance Management Policy’</i></p> <p><b>Moved:</b> Bruce Kearney                      <b>Seconded:</b> Simon Green                      <b>CARRIED</b></p> <p>RESOLUTION 2022/OP/028</p> <p><i>‘That the Board adopts the Governance Policy - Board Member Remuneration and Expenses’</i></p> <p><b>Moved:</b> Darryn Ward                      <b>Seconded:</b> Wayne Bonnett                      <b>CARRIED</b></p>	
9.	<p><b>PROFESSIONAL DEVELOPMENT</b></p>	
	<p>Noted</p>	
10.	<p><b>FOR INFORMATION ITEMS</b></p>	

11.	<b>CORRESPONDENCE</b>	
12.	<b>UPDATE ON ACTION ITEMS</b>	
	AP290 - Is not a procedure and not for the Boards attention.	
13.	<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 2-10 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.” Time 9:41pm</i></p> <p><b>Moved:</b> Presiding Member <b>Carried</b></p> <p>Following the conclusion of the In-Committee section of the meeting the public were readmitted at 9:42pm.</p>	
<b>Meeting Closure 9:43 pm</b>		
<b>Date of Next Meeting - 29 June 2022 at 6.00pm</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:**

Meeting Date	No	ACTION	Responsibility	Date Due
<b>2021</b>				
3 March	AP254	Replacement BOT member co-option	SG	REPLACED BY AP006/2022
10 Nov	AP288	Kahui Ako pilot info re: stand downs /suspensions	STK	WIP
15 Dec	AP290	Changes to Alcohol policy - Include changes relating to consumption of alcohol at venues that are off school site, EOTC and staff drinks and Forward to Principal and Board members prior to adding to agenda	DNP	OUT FOR CONSULTATION. Now a Procedure

2022				
16 February	AP001	Analysis of Student standdown/suspensions in comparison with schools in the Canterbury district and/or nationwide	Principal	T3 Wk9 - update with 2021 info
16 February	AP002	Review Board Annual Agenda for inclusion of recommendations as per PLD review	STK/MKR	COMPLETE REMOVE
30 March	AP003	Simon to present and share learnings from Te Tiriti o Waitangi modules at next board meeting	SG	COMPLETE REMOVE
30 March	AP004	Simon to contact NZSTA advice on board remuneration (nightly fee)	SG	COMPLETE REMOVE
30 March	AP005	Paul to review the PPE Procedure policy against current regulations to ensure its relevance prior to the policy going out for staff and community consultation	DNP	COMPLETE REMOVE
25 May	AP006	KRB/BRG to prepare a business plan to present to the Board re: multipurpose space	BRG/KRB	WIP
25 May	AP007	RB/HYM to work on a business plan to provide a cost analysis to rebuild the Department.	KRB/HYM	WIP
25 May	AP008	Research co-opting a parent representative (Maori descent) rather than a rep from Ngāi Tūāhuriri	KRB	WIP
25 May	AP009	Look at courses / workshop for the Board agenda to assist with 'Te Tiriti o Waitangi'	DNP	WIP
25 May	AP010	SLT to present their revised Strategic plan for board approval	SLT (KRB)	WIP