

5.2	<p>Annual Budget</p> <p>The F&P Committee recommended that the Board adopt the Annual Budget. The Business Manager addressed questions regarding this, noting the significant additional cost due to Covid, and also noting the options and pathways out of deficit.</p> <p>RESOLUTION 2022/OP/011</p> <p><i>That the final budget as presented for the 2022 school year be adopted.</i></p> <p>MOVED: Wayne Bonnett SECONDED: Ben Prain CARRIED</p>	
5.3	<p>School Board PLD Plan</p> <p>Simon noted the value of the Te Tiriti o Waitangi workshops and encouraged all members to participate. He offered to present/share slides at the next board meeting.</p> <p>ACTION: SG to present/share learnings from Te Tiriti o Waitangi modules at next board meeting / MKR to add to agenda</p>	AP003 SG/MKR
6.	ADMINISTRATION	
6.1	<p><u>CONFIRMATION OF PREVIOUS MINUTES</u></p> <p><i>That the minutes of the meeting dated 23 February 2022 be accepted as a true and accurate record.</i></p> <p>MOVED: Simon Green SECONDED: Darryn Ward CARRIED</p>	
6.2	<p><u>MATTERS ARISING</u></p> <p>Nil</p>	
6.3	<p><u>GENERAL BUSINESS</u></p> <p>a) Maori representation - Whanau Hui scheduled next thursday, 7 April at 6pm.</p> <p>b) Communication - Newsletter items 2022: Term 1: Simon Term 2: Andrew - welcome new Principal Term 3: Darryn - sport (including extra curricular) Term 4: Amber (with David Lowe) - outdoor learning spaces; property - what's been done/what's coming up.</p> <p>c) School Records</p> <p>RESOLUTION 2022/OP/012</p> <p><i>“That the Board approves the destruction of Rangiora High School Governance, Personnel, Finance and Student Records as identified within the Request for Disposal memo (dated 7 March 2022) and in accordance with the Ministry of Education School Records - Retention/ Disposal Schedule</i></p> <p>MOVED: Simon Green CARRIED</p> <p>d) The Principal confirmed that the Annual Plan /Charter has been sent to the MoE and placed on the school website and at the reception for public viewing.</p> <p>e) Delegation amendment</p> <p>RESOLUTION 2022/OP/013</p>	

	<p><i>“That the Board approves the amendment to the current Principals Delegation document with the suggested changes”</i></p> <p>MOVED: Simon Green CARRIED</p> <p>f) Audited Accounts - David Lowe confirmed that the Auditor was now in receipt of the Audited Accounts.</p> <p>RESOLUTION 2022/OP/014 <i>That the 'SAAR Certification form' and 'Consideration of Fraud and error - Governance Assessment form' be signed by the Presiding Member and Principal.</i></p> <p>MOVED: Presiding Member SECONDED: Gillian Koster CARRIED</p> <p>g) International fees 2023 - The Principal advised how the International Director determined the fees by research/comparisons with other similar schools across the country and aligning language of fees.</p> <p>RESOLUTION 2022/OP/015 <i>That the Board approve the International Department fees 2023, as recommended by the Finance & Property Committee'</i></p> <p>MOVED: Ben Prain SECONDED: Amber Patterson CARRIED</p> <p>h) RHS Rugby Grant Application</p> <p>RESOLUTION 2022/OP/016 <i>That the Board agrees to to support in principle the application to Aotearoa Gaming Trust for a grant of \$7,705.22+GST towards the cost of travel and accommodation for the Rangiora High School 1st XV Boys rugby team and authorise Simone Mullan (Teacher in Charge of Rugby) and Gary Wake (RHS Rugby Club committee member) to apply on behalf of Rangiora High School.</i></p> <p>MOVED: Darryn Ward SECONDED: Ben Prain CARRIED</p>	
<p>7.</p>	<p>MONITORING</p>	
<p>7.1</p>	<p><u>PRINCIPALS REPORT T1 Wk9</u></p> <p>The Principal’s report was received and taken as read. The Principal updated on the current number of student and staff Covid cases.</p> <p>7.1.a Stand down & Suspensions Comparisons Report</p> <p>The Principal spoke to the Stand down & Suspensions Comparisons Report advising that the National data was collated in September each year for the previous year and that is why the 2020 data was used. Of particular note was the Māori exclusion figure comparisons and the reasons for suspension.</p> <p><i>The reports were received.</i></p> <p>MOVED: Karen Stewart SECOND: Gillian Koster CARRIED</p> <p>ACTION: Report to be updated to analyse 2021 data for meeting of Term 3 Wk 9</p>	<p>AP001</p>

7.2	<p><u>FINANCE REPORT - FEBRUARY 2022</u></p> <p>The report was spoken to by the Business Manager who advised that it had been a difficult start to the year due to illness and the demands of Health and Safety planning.</p> <p><i>The report was received.</i></p>	
7.3	<p><u>FINANCE & PROPERTY COMMITTEE MEETING REPORT - 23 MARCH 2022</u></p> <p><i>The report was received.</i></p>	
7.4	<p><u>ARTE & CURRICULUM COMMITTEE REPORT - TERM 1, 2022</u></p> <p>Gillian commented on the thoroughness of the report. The Principal mentioned the work that Alison Cleary and Nick Lahey had done with the data analysis, using this information for planning next steps. She noted ongoing further investigation was needed as to why the tracking system was not working in terms of raising student achievement.</p> <p><i>The report was received.</i></p>	
7.5	<p><u>RHS GOVERNANCE FRAMEWORK UPDATE</u></p> <p>RESOLUTION 2022/OP/017</p> <p><i>The Board approves the revised RHS Governance Framework as presented with the following amendments:</i></p> <p>1. s11 Meeting Protocol - Remove the sentence: “Sufficient copies of the agenda of the open (public) session will be posted on the Board of Trustees’ notice Board and available at the meeting place for the public.”</p> <p>Add the sentence: “The open agenda is made available to the public on the website.”</p> <p>2. Update Health and Safety Committee</p> <p>a) s15.2b Meets Twice per year in Term 2 and Term 4. The first meeting will be to look at goals and an overview of the systems and the last meeting of the year will include preparing a summary of improvement steps for the following year.</p> <p>b) approve the delegated authority for the Committee as per the RHS Governance Framework and that Paul Donnelly, David Lowe, Andrew Hodgkinson and Amber Patterson will represent the Board.</p> <p>MOVED: Presiding Member CARRIED</p> <p>Addition of the NZSTA Board Remuneration policy- The Board agreed that prior to deciding on the inclusion of the NZSTA policy, the Board will seek advice on the remuneration level from NZSTA.</p> <p>1. ACTION: Seek NZSTA advice on board remuneration (nightly fee)</p>	AP004 SG
8.	POLICIES	
8.1	<p><u>CURRICULUM POLICY</u></p> <p>Consultation period closed - no feedback.</p> <p>RESOLUTION 2022/OP/018</p> <p><i>That the Board adopt the Curriculum policy’</i></p> <p>MOVED: Presiding Member CARRIED</p>	

8.2	<p><u>PPE PROCEDURE POLICY</u></p> <p>The PPE Procedure Policy to be issued for staff and community consultation and feedback to be reviewed at the next meeting.</p> <p>ACTION: Policy to be reviewed by DNP prior to consultation feedback to ensure its relevance against current regulations</p>	AP005 DNP
8.3	<p><u>TIMETABLING POLICY</u></p> <p>The Timetabling briefing paper and policy were reviewed and discussed.</p> <p>RESOLUTION 2022/OP/019</p> <p><i>‘The Board agreed to the suggested amendments to the current Timetabling Policy’</i></p> <p>MOVED: Karen Stewart SECONDED: Simon Green CARRIED</p> <p><u>PERFORMANCE MANAGEMENT POLICY</u></p> <p>The Board agreed to the amendments as suggested in the document and to the change of name from Appraisal Policy to Performance Management policy. This policy will now be sent out for staff and community consultation</p> <p>RESOLUTION 2022/OP/020</p> <p><i>The Performance Management Policy (previously known as the Appraisal Policy) as per the draft amendments to be issued for staff and community consultation.</i></p> <p>MOVED: Karen Stewart SECONDED: Simon Green CARRIED</p>	
9.	PROFESSIONAL DEVELOPMENT	
	Te Tiriti o Waitangi P1 & P2 workshops. Online workshops - Giving Effect to Te Tiriti o Waitangi (see 5.3)	
10.	FOR INFORMATION ITEMS	
	<ol style="list-style-type: none"> 1. 1 March Roll Return - Complete 2. Success for All (as per PLD review) 3. Principals farewell - Thursday 14 April at 3.15pm at RHS <p>Noted.</p>	
11.	CORRESPONDENCE	
	<ol style="list-style-type: none"> 1. Sick Leave motion email Resolution - 2022/OP/009 -Noted 2. School Board and Staff Election - Nomination of Returning Officer <p>RESOLUTION 2022/OP/021</p> <p><i>‘The Board agreed that CES was to be appointed to carry out the 2022 board and staff triennial election’</i></p> <p>MOVED: Presiding Member SECONDED: Daryn Ward CARRIED</p> <ol style="list-style-type: none"> 3. NCAT Board replacement and outgoing letter to NCAT from Simon. 	Cfd T2 Wk 4 mtg

	<p>4. Support Staff Paid Union Meeting (between 28 March & 14 April) - <i>Noted</i></p> <p>5. Proposed Enrolment Scheme changes for St Bedes College and Villa Maria College - <i>Noted</i></p> <p>6. Correspondence to the Presiding Member re School Farm - The Board noted the context of the letter related to managerial decisions and was not a governance issue. A letter to Mr Cowey from the Board will be sent with information provided by the Principal.</p>	
12.	UPDATE ON ACTION ITEMS	
	Nil	
13.	IN- COMMITTEE MEETING	
	<p>Resolution</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 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.” Time 8:05pm</i></p> <p>Moved: Presiding Member Carried</p> <p>Following the conclusion of the In-Committee section of the meeting the public were readmitted at 8:42pm.</p>	
14.	ADMINISTRATION	
	The Board thanked the Principal for her outstanding service to the school during her tenure.	
Meeting Closure 8.46pm		
Date of Next Meeting - 25 May 2022 at 6.30pm		
Confirmed as a True and Correct record:		
<p>_____</p> <p>Simon Green Presiding Member</p>		<p>_____</p> <p>Date</p>

ACTION TABLE:

Meeting Date	No	ACTION	Responsibility	Date Due
2021				
3 March	AP254	Replacement BOT member co-option	SG	working w/Lynne from Tuahiwi
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	WIP
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
30 March	AP003	Simon to present/share his findings from the te Tiriti o Waitangi workshop	SG	25 May board mtg
30 March	AP004	Simon to contact NZSTA re: Board remuneration meeting fees	SG	WIP
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	25 May Board mtg
30 March	AP006			