



**RANGIORA HIGH SCHOOL BOARD OF TRUSTEES MEETING**  
**Wednesday 3 March 2021**  
**At 7.00pm in the Strachan Room**  
**OPEN AGENDA**

<b>Reference Links</b>	<b>BOT Annual Agenda (current)</b> <a href="#">BOT Annual Agenda</a>
<b>1.</b>	<b>NZSTA Training Hub - BOT Exercise</b>
	To be confirmed NZSTA (Governance Framework- for information) <a href="#">NZSTA Governance Framework</a>
<b>2.</b>	<b>Apologies</b>
<b>3.</b>	<b>Conflicts of Interest for the Meeting (Open and In Committee)</b>
	<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>
<b>4.</b>	<b>Speaking Rights</b>
	Standing Motion – <i>“that speaking rights be granted to Paul Donnelly, Associate Principal, and David Lowe, Business Manager”</i>
<b>5.</b>	<b>Briefings</b>
	N/A
<b>6.</b>	<b>Strategic Discussions and Decisions</b>
	<b>6.1 Planning</b> <ul style="list-style-type: none"> <li>▪ Strategic Planning Day - Sunday 1 May 2021 (For discussion)</li> <li>▪ Uniform and branding review</li> </ul> <b>6.2 BoT PLD 2021 (For discussion)</b>
<b>7.</b>	<b>Administration</b>
	<b>7.1 Confirmation of Minutes – BOT Open Meeting of 3 March 2020</b> <a href="#">BOT Open Minutes 3 March 2021</a> <b>7.2 Correspondence</b> <i>(see also schedule of correspondence below)</i> <b>7.3 Report on Finance and Property Committee (Open Meeting of 10 March 2021)</b>

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	<p><a href="#">F &amp; P Cttee Open Agenda 3 March 2020</a></p> <p><a href="#">F &amp; P Cttee Open Minutes 3 March 2021</a></p> <p><b>7.4 Out of Zone Enrolment Dates 2022</b></p> <p><a href="#">Out of Zone enrolment Dates 2022</a></p> <p><b>7.5 Document Destruction</b></p> <p><a href="#">Memo Document Destruction</a></p>
<b>8.</b>	<b>Monitoring</b>
	<p><b>8.1 Principal's Report Term 1 week 9</b></p> <p><a href="#">Principal's Report</a></p> <p><b>8.2 Finance Report February 2021</b> <i>(ex F &amp; P Cttee mtg 10 March 2021)</i></p> <ul style="list-style-type: none"> <li>▪ Balance Sheet Ex Summary</li> <li>▪ Income and Expenditure Trend Summary</li> </ul> <p><a href="#">Income and Expenditure February 2021</a></p> <p><a href="#">Balance Sheet February 2021</a></p> <p><b>8.3 Bridge Programme Report Term 1 – link only</b></p> <p><a href="#">Bridge Programme Update</a></p> <p><b>8.4 International Department Report Term 1 2021</b></p> <p><a href="#">International Report Term 1</a></p> <p><b>8.5 Report of the Review Cttee</b> <i>(Attached below)</i></p> <p><a href="#">Review Cttee Report 10 March 2021</a></p> <p><b>8.6 Report of the ARTE Cttee</b></p> <p><a href="#">ARTE Report Term1 2021</a></p> <p><b>8.7 Budget 2021 FINAL</b></p> <p><a href="#">Final 2021 Budget</a></p> <p><b>8.8 Sensitive Claims of Abuse in State Schools (please link to the document that you sent)</b></p> <p><a href="#">MoE Correspondence</a></p> <p><a href="#">Responding to Sensitive Claims</a></p>
<b>9.</b>	<b>Policies For Review</b>
	<p>The two policies as below were approved for consultation at the previous meeting. As no feedback has been received they are now included for adoption by the BOT.</p> <ul style="list-style-type: none"> <li>▪ <b>Assessment Policy</b> – <i>(for adoption)</i></li> </ul> <p><a href="#">Assessment Policy</a></p> <ul style="list-style-type: none"> <li>▪ <b>Curriculum Policy</b> – <i>(for adoption)</i></li> </ul> <p><a href="#">Curriculum Policy</a></p>

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<b>10.</b>	<b>BOT PLD</b>
	<ul style="list-style-type: none"> <li>See Item 6</li> </ul>
<b>11.</b>	<b>For Information Items</b>
	<ul style="list-style-type: none"> <li>1 March Roll Return table</li> <li>Updated Language of Education - for review <a href="#">Language of Education</a></li> </ul>
<b>12.</b>	<b>Date of Next Meeting</b>
	BOT Meeting 26 May 2021
<b>13.</b>	<b>In Committee Meeting</b>
	<p><b>Resolution to Move into In-Committee meeting</b></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>

#### INWARDS CORRESPONDENCE:

##### [Correspondence](#)

DATE	DETAILS	COPIES TO	ACTION
24 March	NZSTA Fixed Term Employment New Approach - action required	BOT	<b>For information/discussion</b>
11 March	NZSTA Regional Newsletter Term 1 2021	BOT	For information
26 March	Email enrolment dates OZ 2022	BOT	For information
9 March	MoE Bulletin for school leaders No 139	BOT	For information
24 March	MoE Bulletin for school leaders No 149	BOT	For information
22 March	NZSTA Conference Rotorua 2021 April	BOT	For information
24 March	SPANZ Sensitive Claims in Schools	BOT	For information

#### OUTWARDS CORRESPONDENCE:

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Date	Details
	N/A

**ACTION TABLE:**

Meeting Date	No	ACTION	Responsibility	Date Due
26 June 19	AP111	Health and Safety Report on BOT responsibilities to come back	DL	Sept Mtg WIP F/up
25 March 20	AP184	Approach NZSTA re assistance with Risk Assessment and Management	TBC	WIP ???Remove
20 May 20	AP201	Communications Plan Review -	STK CQ	OS assistance to be engaged
	AP208	Bring back clean copy of BOT annual agenda	KR	WIP being reviewed for 2021
19 August 20	AP217	Add Maori Success as Maori report to Annual Agenda	KR	WIP
3 Sept	“ “	Privacy Policy cwfd – awaiting outcome Legislation changes	KR	WIP
16 Sept 20	AP223	Report on Long Term Financial Plan re SIPO	DL	May 2021 Planning Day
	AP225	Business case to BOT on app for student self-monitoring	SLT	TBC
		Privacy Report cfwd next mtg – Legislation changes	SLT	Dec
28 October 20	AP231	Uniform Subcommittee to meet in Term 1 2020	BOT	February 2021 For discussion
	AP233	Workplan review 2021 cfwd	KR	March 2021
		Privacy Report carry Fwd	KR	Dec
9 Dec 2020	AP244	Strategic Planning day 2 May 2021	BOT	May WIP – on today's agenda
	AP254	Date for PTA meetings and Whanau hui meetings in 2021	BOT	Feb TBC
	AP247	Report back once a term on Bridge Programme	ELT	On today's agenda
	AP248	Bridge Programme Reporting Template to ARTE Cttee	KR	March
	AP252	Add Strategic Planning Day to Committee Agendas	KR	Feb/March

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3 March 21	AP254	Replacement BOT member co-option	BOT	TBC
	AP255	Follow up action <i>HOD</i> Guidance to be officially confirmed as a “Designated Person for Child Protection”.	KR	March
	AP259	Uniform Branding Cttee Student representation	HL	March
	AP264	TOR Suspension Cttee – Update	KR	March
	AP267	BOT Policy Frame work and Annual Agenda Review	STK SG to discuss	TBC

## EVENTS

Date	Details
	<p><b>Sunday 25 April 9.30am Court of Memories</b></p> <p><b>School Prize Giving 2021</b></p> <ul style="list-style-type: none"> <li>▪ <i>Thursday 2 December 2021 - Year 11 &amp; 12 Prizegiving 7pm School Hall</i></li> <li>▪ <i>Tuesday 7 December 2021- Yr 13 Graduation James Hay 7pm</i></li> <li>▪ <i>Thursday 9 December 2021 - Yr 9-10 Prizegiving School Hall 7pm</i></li> </ul> <p>Newsletter dates Terms 1 2 3 4 TBC</p> <p>PTA Dates - 13 April AGM 7pm</p> <p>Whanau Hui Dates 2021 18 March, 27 May, 19 August and 25 November 2021 at 6pm</p> <p><i>BOT Strategic Planning Day Sunday 2 May 2021</i></p>

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