



Raglan Area School

TE KURA A ROHE O WHAINGAROA

RAGLAN AREA SCHOOL

BOARD OF TRUSTEES MINUTES OF MEETING

Thursday, 27th April 2017 at 6.00pm

Present: Melanie Brydon, Makere Ranga, Chris Banks, Liam Dingle

Apologies: Lisa Thomson, Rhys Ellison, Cindy Tedeski

Chair Melanie Brydon

Minute Secretary: Melanie Brydon

Personnel Matters

Meeting ratified appointment of Rachel El Kamaroui as Board Secretary to replace Tania Slater. Mel clarified family relationship/connection between herself and Liam.

Motion: Moved that Board ratify appointment of board secretary

**MB Moved / PM Seconded
Motion Carried**

Board reviewed detailed confidential staffing documentation that confirmed the following

- Staffing levels are within MOE allocated staffing levels
- Primary Syndicate 0-6 fully staffed until end of 2017
- Allocated Management Units and Management Allowances

Malcolm confirmed to the Board that ALL teaching staff are fully registered with the exception of a few staff who have been granted an extension of registration. The Board accepted verbal clarification.

Discussion on staffing of rumaki unit. The Board encourages leadership opportunities for existing kaiako and supported the appointment of an Acting AP in a short term capacity.

Pending ERO Review

Confirmation our school will be reviewed by Napier ERO Team commencing 15th May 2017 for four days.

Board Evaluation and Compliance list was due on XXXXXXXX

Discussed Review aspects:-

- Sexuality Education
- Attestation Process
- Charter
- Equity & Excellence
- Schedule of Policies and Timeline for Policy Review

Board of Trustees next meeting; - Thursday, 25th May 2017 at 6.00pm

Meeting ended at 7.38pm

Chairperson.....

MBrydon

Date: *25th May 2017*...



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Principals Report:

MC presented the Principal's report

Motion: That the Principal's report be accepted

**MB Moved / MC Second
Carried**

General Business:

- **ERO Scheduled Review 2017**
Guidelines and correspondence handed out to Board members along with recommendations from last review – to be updated at next Board meeting
- **NZSTA Trustee Workshops**
Trustees unable to register online with NZSTA – LMS (Learning Management Systems) were invited to complete registration form to be enrolled manually. Programme allows trustees to individually register for Board Training sessions online and provides a record of learning.
- **Scheduled Board Meetings remainder of 2017**
Everyone agreed that Thursday evenings from 6pm – 8pm was a suitable day and time

Student Achievement

NO Matters arising for discussion

Policies and Procedures

- **Credit Card Use Policy**
MB moved that the Credit Card Use policy be ratified LT seconded/Carried
- **BOT Review of Policies:**
Consultation with Maori Policy (distributed 30.3.17, finalised by June 17)
Treaty of Waitangi Policy (distributed 30.3.17, finalised by June 17)
Maori Achievement Policy (distributed 30.3.17, finalised by June 17)

Review panel was established to review these policies. It was identified there were key people with extensive knowledge and expertise that would offer valuable contributions to the quality review of these policies. Board to extend invitation to participate on review panel. Cindy, Lisa, Rhys, Malcolm and Makere to represent Board and Iwi.

