



Board of Trustees Meeting - Minutes

29th May 2019 - 6-8:25 pm

Item:	Time:
1. Opening karakia	
2. Administration	10 - 15mins
2.1. Welcome	
2.2. Present: Joe Hassell, Lisa Thomson (Chairperson), Mel Brydon, Makere Ranga (Iwi Rep), Tara Wrigley, Louisa Barham (Principal), Pete Maloney (Staff Trustee), Charlie Irvin (Student Trustee), Chris Banks Apologies: Cindy Tedeschi, Rhys Ellison	
2.3. Declaration of Conflicts of Interest NONE Acknowledge Louisa Barham/Pete Maloney for coming along on strike day.	
2.4. Approval of previous meeting minutes 8 May 2019 BOT Minutes MOVE LT/SECOND LB_- ALL IN FAVOUR	
2.5. Matters arising from previous minutes <ul style="list-style-type: none">- In-committee OUT motion - CUT AND PASTE IN-COMMITTEE DISCUSSION INTO SEPARATE DOCUMENT FOR PRIVACY.- UPDATE THE WEBSITE WITH THE 2019 BOT MEETING MINUTES- (items moved to General Business if in-depth discussion required - Te Roopu Request/Surf Bus Discussion)	
2.6. Correspondence - Inward/Outward	



<p>MOVE CORRESPONDENCE ACCEPTED MOVE LT/JH</p> <p>2.7. PLD - Using our Team Drive (Louisa) - JH - A further step is to have a whole browser dedicated to the Board of Trustees. Anyone having problems please make an appointment with Louisa and Jake to problem solve.</p>	
<p>3. Monitoring</p> <p>3.1. Finance report from meeting held 27th May 2019 Lisa - Speaking rights granted to Hinemoa 2nd LB Motion: Approve Finance Report & Recommendations</p> <p>3.2. Property Report (Verbal) from meeting with Tony Oosten 14 May 2019 re energy efficiency - LT to discuss QB and LT to provide minutes and strategies that Tony has suggested within the week (31 May 2019) LB advised the urgent repairs we require and how the Property plan would assist. This was discussed at a meeting with Matt Whitmarsh. The final 5YA money will be addressing the heating and the leaking roofs.</p> <p>3.3. Principals Report Student Achievement & Progress against strategic objectives School Communication First discussion is about <i>our</i> communication. First must be at Board Level. Staff will look at streamlining and providing consistency in their communication to the community. LB provided a School Communication Planning Guide to discuss. LB asked the board to support using an email platform along with School App/FB/LED/Website/School Newsletter/Calendar for our communication.</p> <ul style="list-style-type: none">- Board commented on the need for consistency in communication e.g. feedback/report to the community about surveys, about school	<p>LT/LB</p> <p>Action: LT/QB</p>



<p>interviews</p> <ul style="list-style-type: none">- The Board supported EMAIL to be used as a platform for communication along with all other platforms provided in the SCP guide. <p>TW/LB/KC/HE - to be part of the working forum to create consistency in communication.</p> <p>Technology/Devices within the school - Discussion: LB is seeking Board input on how to limit technology and promote healthier outdoor options.</p> <p>This is in response for parent and staff requests. Possible scenario - teachers take responsibility for the devices during the day. The school to provide lockable spaces in the classroom for security. Device free at break times. The benefits are many - minimise bullying, encourage outdoor pursuits/sport/discussion/interaction. Staff also to limit their device time. Alternative is a phone in every classroom for office messaging and to allow parents/students communication channels.</p> <p>Motion: RASBOT support the withdrawal of devices during break times.</p> <p>Discussion to be held with Senior students/Community/Staff.</p> <p>Processes and procedures around this motion will be presented to the Board at the next meeting. Action: LT/LB to notify the community and staff about this motion.</p> <p>CyberSafety and Gaming meeting Monday 27 June 2019.</p> <p>Re 5G - 5th Generation Cellular Network Technology that provides broadband access. Discussion of parent concerns. It was noted media reports of 5G were about the providers rather than the 5G service.</p> <p>JH advised the current School Policy - No Cell Towers to be deployed on School Property. This would limit the 5G network.</p>	<p>Action: TW/LB/KC/ HE</p> <p>LB/JH</p> <p>Action: LT/LB</p> <p>Action: LT/MB</p>
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<p>Re: BOT Induction process:</p> <p>Board to advise which CODE OF BEHAVIOUR they wish to follow? Ensure it is NZSTA approved. Provide OLD vs NEW.</p> <p>Action: Lisa Thomson and Mel Brydon.</p> <p>To approve the resulting COB at the next meeting.</p> <p>3.4. Chairpersons Report - LT (Verbal Update)</p> <p>Spoke about the new staff and the next election timelines. LB/LT to provide an opportunity for potential nominees to discuss the BOT role.</p> <p>3.5 Sub-committee Reports - if any NONE</p> <p>3.6 Student Rep's Report - if any (Verbal)</p> <p>Items discussed Leadership Team, Ball organisation starting, Whole-school cleanup/Climate Change marches/Student Elections. LB to meet with Student Leadership team.</p> <p>3.7. Board To Do List Review (LT/CB)</p>	<p>Action: LB/LT</p> <p>Action: LB/CI</p>
<p>3.8. In Committee Discussions</p> <p>LT Motion to move into In-committee 7:56pm</p> <p>Lt Motion to move out of In-committee 8:02pm</p>	<p>LT/JH</p>



<p>4. General Business /Strategic Discussions-Decisions</p> <p>4.1. New BoT Induction LB Shared the BOT Induction document. The board were supportive of the document.</p> <p>4.2. Board Voice newsletter (LT)</p> <p>4.3. 16th August Sports Quiz Fundraising and Hei Tiki Funding Application Motion: The RASBOT support the Sports fundraiser and application for an alcohol license where tickets for refreshments are used in lieu of cash. LT/PM - Carried</p> <p>4.4. Term 3 Survey update (CT/JH/CI) Reminder - Survey again re 2.30finish. Staff/Student/Parent Joe to discuss with Cindy.</p> <p>4.5. Raglan Area School whanau facebook page - use of school name (LT/LB) We should monitor but not engage - (JH) Motion: The RASBOT acknowledges that the Raglan Area School whanau group fb page is not an official communication channel of Raglan Area School. The board recognises the whanau page as a forum for informal parent/caregiver discussion. LB/JH - Carried.</p> <p>4.6. New Trustees Code of Conduct - recommendation that be adopted (LT/LB) - Refer earlier discussion NZSTA approval required.</p> <p>4.7. TE ROOPU AROHA KI TE REO request Motion: The board support the event that is due in 4 months. Makere Ranga and Louisa Barham to work with Te Roopu Aroha ki te Reo to finalise their budget and the amount the Board is willing to commit. LT/LB - all in favour</p> <p>4.8. Surf Bus Discussion - \$180k required for new bus. The</p>	<p>30 mins</p> <p>LT/PM</p> <p>LB/JH</p> <p>LT/LB</p>
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<p>school is holding tagged funds from the Surf Academy Annual Comp fundraiser to contribute to the purchase. Deane and Larry to discuss with the new board their aspirations. CB advised they are to provide a profile of the Surf Academy at the next meeting with the new Board.</p>	<p>Action: LB/MR</p> <p>Action: LB/LF/DH</p>
<p>5. Summary/Meeting Closure</p> <p>5.1. Comments on meeting procedures and outcome Good meeting - LB encouraged all Board Members to stand for election again please. Pete will be on leave and will not be part of the process. Thank you Pete - chur chur LB - acknowledged our staff members who have housed our new overseas staff until MOE housing is available.</p> <p>6.2. BOT Attendance</p> <p>6.3. Closing Karakia</p>	<p>5 mins</p>
Confirm and Sign Attendance Fees	
Meeting Closed: 8:25 pm	
Karakia Whakamutunga	
Confirmation	
Chairperson signature:	
Date: 29/5/2019	