

Board of Trustees Meeting Minutes - DRAFT

26th February 2025 - Online

Meeting Started: 6:18 pm | Meeting Closed: 7:54 pm

Present:	Lisa Thomson, Linda Holmes, Louisa Barham, David Duffin, Kaiya Miller, Linda Mayow, Quenten Browne, Haylee Webber
Apologies:	Stefan Frew
Chair:	David Duffin
Minute Secretary:	Jules Holden (Speaking Rights)
Conflicts of Interest:	One Noted RAS BoT Conflict of Interest Register

	Moved	Seconded	Motion Carried/ Agreed To
1. Administration			
Confirmation of previous minutes			
Motion: It is moved that the meeting minutes of the Board of Trustees meeting and In Committee meeting held on 30th January be accepted as true and correct.	LT	DD	Carried
2. Monitoring			
Haylee Presented Analysis of Variance for end of Year 2024 (Years 0-8)			
MoE looking for 70% attendance.			
RAS set a goal at 60%. Not quite hitting this target. At end of last year hovering around 40%.			
Some good reasons			
- Term 4 - attendance code for exams was on a code which affected our data			
- Decline in term 3. Looking back lots of whānau on holidays and illness.			
- Year 7 and 8 cohort were sitting at 43%			
- Students have been identified, whānau are made aware of attendance			
LB comment to the BoT we are tracking and monitoring. Regular bad attendance and being condoned by families. Would like to have a community meeting regarding attendance.			
Understanding and support with getting their kids to school. Strategies for at risk kids are working. Kids who are in whānau where family are condoning their absences are the area that needs work.			

HW - has been suggested that we celebrate the students who are regularly showing up. LB beginning of the term we will publish 100 percent attendance.

Identified as key item at team hui in Kura Teina. From there with Sue and Bernie's support can contact whānau. MoE wanting to focus on next year for shifting attitude on condoning lack of attendance. Some whānau supporting students to have other experiences not in school e.g. bush school etc. Not recognised in attendance codes.

Achievement end of year

MoE identified year 7-10 as needing extra support - 70% for reading and maths. Writing continues to be our lowest area of achievement. Structured literacy and maths should make a difference for the writing statistics for 2025.

Year 7 and 8 Data

Brand new 7 and 8 team and leader in 2024. Curriculum mapping team overseen by Haylee in 2025. More structured approach. LB Curriculum Mapping Team established and fruits of this should be seen this year.

LB thanked Haylee and Haylee offered if anyone has any questions she will be available at March board meeting and is happy to answer any questions you may have regarding the data or feel free to email her.

Finance & Property Minutes

LT mentioned about lawnmower purchase. GST return. Monthly report that we receive from Education Services - we are still awaiting January's report.

Surf Academy. \$25,000 has been tracked to surf academy and ringfenced towards bus in another bank account.

Payment from MoE due to roll growth.

Lion's grant under Duke of Edinburgh Award. LB asked that the BoT please express thanks to TJ

QB to be signatory on ASB account

Budget sign off

LB



LM

Carried



The Board of Trustees Accept the Budget approved by Education Services Limited as the working budget for 2025.			
Principal's Report			
The Board Ratifies the Annual Plan 2025 LINK	LB	DD	Carried
<p>LB updated Board on class lists, Learning Conversation. DD suggested Learning Conversations are good opportunity to discuss attendance.</p> <p>LB talked about the swimming pool and that the staff involved are working beyond capacity. Its has been requested that a staff member is recruited to run the swimming pool.</p> <p>TEACHING & SUPPORT STAFF Appointments</p> <ul style="list-style-type: none"> • Carolyn Munro permanent (Maths Teacher Years 9&10) • Emma Taylor fixed term (English Teacher Year 11)\ • Amy-Mei Putaranui-Browne fixed term (Te Ropu Aroha ki Te Reo kaiahina) • Lily McDonald fixed term (Kura Tuakana Learning Assistant for Harlow Bidois) 			
The Board ratifies the appointments of the above staff members	LB	LT	Carried
<p>Motion:</p> <ul style="list-style-type: none"> • EOTC (Education Outside the Classroom) <ol style="list-style-type: none"> 1. EOTC trips that are overnight or outside of the Raglan township require Board approval. 2. Paperwork & planning is reviewed by Deputy Principals; Haylee Webber (Kura Teina Y0-8) and Quenten Browne (Kura Tuakana Y9-13) within approved timeframes, budgets and health and safety requirements. 3. Up to date weather and safety checks are made on the actual dates of departure. <p>The Board approves the following EOTC trips based on the above expectations being met:</p>			
Year 11 one day Whanaungatanga Camp to Tauranga - Friday 14 March 2025	LB	LH	Carried
Year 12 one day Whanaungatanga Camp to Rotorua - Wednesday 12 March 2025	LB	LM	Carried
Year 9 Camp - Pirongia Forest Park Lodge - 3 - 4 April, 2025	LB	LH	Carried
EOTC Approvals for Outdoor Education Term 1	LB	DD	Carried
The Board ratifies the following statements for community publication			
RAS Statement: Delivery of the Health Curriculum 2025 - reviewed and updated for 2025	LB	LT	Carried
RAS Student Dress Code Expectations - reviewed and updated for 2025	LB	LT	Carried



RAS Student Cell Phone Expectations - reviewed and updated for 2025	LB	LT	Carried
Motion: It is moved that the Principal's Report be accepted.	LB	DD	Carried
Policy Subcommittee Query around School Policy Manual - protected disclosures policy. What the staff do and where the information is. Hard copy of policies. COMmittee principles are a policy and what we do is a policy. Relationship between presiding member and Swimming Pool Policy LB / QB will pass on to subcommittee will pass on. LM Presiding Member Role - is this more operational? LB Policy statement should be reviewed but not procedural documentation.			
Student Trustee No report			
Staff Report Ticking along, some staff sickness but everyone working incredibly hard.			
3. General Business Small changes on Liam's Outdoor Ed Safety Management plan to be ratified. Change being made to include Duke of Edinburgh programme in the safety management plan. Other is wording change around striving to meet certain compliance rather than achieving the compliance as it costs \$20K to go through the compliance process. This wording is highlighted. <div>  DRAFT RAS OUED SMP V002 </div>			
Motion to accept these changes to Outdoor Ed Safety Plan	LB	DD	Carried
4. In Committee In to In Committee 7:11 pm / Out of In Committee 7:44 pm			
5. Board Self Review Apologies from Linda M for March meeting.			
Meeting Closed: 6:54 pm			
6. Confirmation			
 Chairperson signature:			
Date: 26/03/25			