



Richmond Road School | Te Kura o Ritimana (6.00pm – 7.00pm)

Growing together as one.... To develop tamariki who are culturally intelligent life-long learners, who strive for excellence and contribute to their communities.

Minutes of Board of Trustees meeting Wednesday 22 September 2021 (confirmed)

Agenda	Minutes	Mover / seconder	Action
Present	Carla Bleriot (Presiding Member), Jacqui Tutavake (Principal), Marina McCarthey, Kylie Bryant, Alex Bonham, Elisa Fa'avagaga, Charmaine Newson (Deputy Presiding Member), Troy Mills (Staff rep).		
Apologies			
In attendance			
Financial Services form to be filled out and signed (attendance)			
Welcome / Speaking rights	The Board shared some thoughts about the passing of Matua Tu, and his incredible contribution to Richmond Road School.	Moved by: 2nd by: Carried:	
Confirmation of Minutes (3 mins)	Motion: That the minutes of 11 August 2021 hui be adopted as a true and correct record of the meeting. Motion:	Moved by: Carla 2nd By: Carried: Unanimous Moved by: 2nd By: Carried:	

Respect for self, others and the environment | Togetherness and inclusiveness | Compassion and empathy | Bravery and resilience | Educational achievement

*Approved at 22/10/21 hui
Carla to sign.*



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<p>Matters arising (3 mins)</p>	<p>Motion: The matters arising have been completed and accepted.</p> <p>All previous Matter Arising have been completed.</p> <p>Deferred from last meeting. Kylee: Billboard costs. Fundraising opportunity. School would approve what was displayed on the Billboard. Alex would like to explore the options available and would like a presentation of examples of what would be advertised.</p> <p>Alex wondered what the extra income could provide for the school. Jacqui said there were so many things.</p>	<p>Moved by: 2nd By: Carried:</p>	<p>Kylee to approach Luke at Ray White regarding a billboard on the school grounds. She will provide a slide presentation. She will investigate the pro's and cons to bring back to the Board.</p>
<p>Correspondence: (2 mins)</p> <ul style="list-style-type: none"> list emailed before meeting [please email prior to the meeting any mail you may want to see. Most mail is in use once it arrives at school] 	<p>Motion: That the Correspondence as tabled be received.</p> <p>Letter about joint Kahui Ako BOT Zoom next Thursday. Carla will send out to see who would like to participate.</p>	<p>Moved by: Elia 2nd by: Alex Carried: Unanimous</p>	
<p>Principal's Report: (10 mins)</p>	<p>Motion: That the Principal's Report as tabled be received.</p> <p>Laurayne Tafā - PLD - online - Tapasā - foundation and historical background of this document - based on Russel Bishop's work - Te Kotahitanga. It was put to the Board if they would like her to come to the Board.</p>	<p>Moved by: Alex 2nd By: Charmaine Carried: Unanimous</p>	<p>Jacqui to follow up around Laurayne Tafā coming to speak to the Board.</p>



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		<p>School has been tracking and contacting students that have been absent for whatever reason during online learning. David has taken the lead on this and Alex asked that the Board thank him for his mahi.</p>		
<p>Finance Report: (10 mins) August Finance accounts</p> <ol style="list-style-type: none"> BOT Finance Committee to report back 		<p>Motion: That the August Finance Report as tabled be received. Finance report continues to track well. Finance committee had a letter from the auditors re engaging the auditors to review the accounts. Board needs to sign off on it. Due to COVID and remote meetings, Jacqui will sign on behalf of the Board. Elisa asked about the working Capital Graph. Carla confirmed we are above budget for this stage of the year. Elisa also asked about term deposits.</p>	<p>Moved by: Kylie 2nd By: Charmaine Carried: Unanimous</p>	<p>Carla to fix the Capital Graph to be above budget. Jacqui will confirm before change is made. Action, Lisa, interest. Jacqui to follow up.</p>
<p>Property Report: (Defer) Property report feedback</p>				
<p>Policy Review: (Defer)</p>				
<p>BOT PLD (10 mins)</p>		<p>Kylie attended the NZSTA session last week. Kylie shared a document with the Board and discussed what she found were</p>		<p>Carla Jacqui and Kylie to meet to discuss.</p>



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<p>1. Strategy essentials - Kylie Bryant (10 mins)</p>	<p>the key take outs for her. Voices from the community was an important take out. As a Board do we feel comfortable that we are achieving the strategic plan, and are we reporting this to the community.</p> <p>The pack has been shared via email with the Board members. Consensus was to park the discussion around this paper for a later date. Possibly after the school holidays. There has been data collected re student profiles which is a starting point.</p> <p>STRATEGIC+PLANNING AmendedJuly21+-+FINAL.pdf (amazonaws.com)</p>	<p>Moved by: 2nd By: Carried:</p>	
<p>Other Items</p> <ol style="list-style-type: none"> 1. Noho Marae (10 mins) 2. Tu Romia 	<ol style="list-style-type: none"> 1. Booking still stands but the Marae won't open in LEVEL 2. Hopefully in Level 1, the tamariki will be able to go. Troy was hoping to scope the activities available, but lockdown has prevented this to date as he has been unable to go in person. Troy would like to check anything to do with water before confirming a visit to hot pools etc. <p>Alex thought the Noho Marae information was extremely comprehensive. She just wanted to confirm who was to be wholly in charge of the students. Troy said the Ropu leader was in charge of this.</p> <p>Charmaine asked if there was a contingency if the country went into lockdown while the students were away. Troy to add a plan for this re bringing the children home immediately.</p> <p>Carla asked about parent helpers. So far there are almost 15 parents coming. Troy recommends that parents of 5 year olds</p>	<p>Moved by: 2nd By: Carried:</p> <p>Moved by: 2nd By: Carried:</p>	



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		<p>attend. There are 3 Dr parents in Te Whanau Whariki so Troy has asked one of them to come. Is there cellphone coverage? Yes. Each parent gets a pack detailing the whole trip. Bus can be cancelled up to a week before travel. Only police vetted parents will be able to stay on the marae.</p> <p>Motion: Board accept the RAMS as provided for the Noho marae trip subject to additional information being viewed on October 20th Board hui.</p>	<p>Moved by: Marina 2nd By: Eliso Carried: Unanimous</p>	
<p>Personnel 1. Staffing update (5)</p>		<p>Personnel issues to be discussed.</p> <p>MOVED that the public be excluded pursuant to section 48 of the Local Government Official Information & Meetings Act. The reason being to discuss a matter of personnel and the ground is to protect the privacy of individuals. The BOT went into committee at 7.14 pm and came out of committee at 7.33 pm</p>	<p>Moved by: 2nd By: Carried:</p>	
<p>Meeting Closed</p>		<p>Meeting ended at 7:35pm</p>	<p>Moved by: 2nd By: Carried:</p>	
<p>Next Meeting:</p>		<p>October 20th (changed to 27th) , 2021</p>		