



## Minutes of the Rodney College Board of Trustees meeting held on 26<sup>th</sup> February 2020 in the school staffroom

**Attendance:** Jason Warahi, (Chairperson), Irene Symes, (Principal), Richard Pride, Kent Watson-Walker, Edwina Came, Clare Hayward.

**Apologies:** Rachel Logue (Student Rep), Anne Waight (Staff Rep).

Jason  
Carried  
001/26 Feb 2020

**Meeting Opening** – Jason welcomed everyone and opened the meeting at 6.35pm.

### 1. MINUTES OF THE PREVIOUS MEETING:

Minutes of the meeting held 29<sup>th</sup> January 2020 were approved with corrections as advised.

Clare/Irene  
Carried  
002/26 Feb 2020

(Richard joined the meeting at 6.40pm)

### 2. MATTERS ARISING:

(a) Board of Trustees Meeting Dates 2020: the following dates were set for the year.

January	Wednesday 29 <sup>th</sup> January 2020
February	Wednesday 26 <sup>th</sup> February 2020
March	Wednesday 25 <sup>th</sup> March 2020
April	Wednesday 6 <sup>th</sup> May 2020
May	Wednesday 27 <sup>th</sup> May 2020
June	Wednesday 24 <sup>th</sup> June 2020
July	Wednesday 29 <sup>th</sup> July 2020
August	Wednesday 26 <sup>th</sup> August 2020
September	Wednesday 23 <sup>rd</sup> September 2020
October	Wednesday 4 <sup>th</sup> November 2020
November	Wednesday 2 <sup>nd</sup> December 2020

**3. DECLARATIONS OF INTEREST: Nil**

**4. CORRESPONDENCE: Tabled.**

(a) Electronic Resolution - discussion took place on the process required for an electronic resolution to be valid. It was noted for any electronic decisions requested of the board, an explanation of this process would always be included in the documentation emailed to members.

**5. REPORTS:**

(a) Principals Report - Tabled and Discussed.

- Student Roll 2020 – currently 401.

Irene/Clare  
**Carried**  
**003/26 Feb 2020**

(b) Discipline Report - tabled and Discussed

(Kent joined the meeting at 7.20pm)

**6. FINANCE:**

No Edtech Reports as end of year processes are underway

- Recommended: that accounts for payment - December 2019 \$577723.17 & January 2020 \$66327 are approved for payment.
- Recommended: that the 2020 Budget with a deficit of \$1355 is approved.
- Recommended: that the Board approves the EO to use the RC School Visa when required for online transactions during the Principal's sabbatical absence during term two. The VISA pin number is not required for this process and the usual 'one up' authorising lines will continue with Alison or Stephen approving the purchase. The VISA card is stored in the school safe during Irene's absence.

Richard/Clare  
**Carried**  
**004/26 Feb 2020**

**7. MATTERS FOR DISCUSSION: nil**

**8. MATTERS FOR DECISION:**

- In Committee - the meeting moved into In-Committee at 7.47pm

Jason  
**Carried**  
**005/26 Feb 2020**

*That the public is excluded from the discussion of confidential items relating to personnel and student issues, due to their confidential and sensitive nature. This conforms to Section 48(1) (a) of the Local Government Official Information and Meetings Act 1987, and the interests protected by Section 6*

*or Section 7 of that Act, or Section 6 or Section 7 of the Official Information Act 1982.*

(b) That the meeting moves out of In-Committee at 7.58pm

Jason  
**Carried**  
**006/26 Feb 2020**

(c) Matters relating to staff personnel and or student discipline were discussed whilst the public was excluded.

(d) Recommend: that the following EOTC excursions are approved following satisfactory review of documents by Jason.

- EOTC – History L3 – Northland. 6 - 8 April 2020. 8 Students
- EOTC – Kapa haka. Noho @ Rodney College Wharenui. 3 Weekends 32 Students
- EOTC – Te Tai Tokerau Festival. Dargaville High School 7/8 April. 32 students.

Jason  
**Carried**  
**007/26 Feb 2020**

## **9. POLICY:**

(a) Recommendation: Following an explanation from Clare, the meeting agreed to merge Board Operations Policy with the Policy Review Schedule. Clare is to provide final document for Jason's signature.

(b) Recommend: that the Board approves Resolution for Delegations to the Principal following amendment to (k).

Clare/Irene  
**Carried**  
**008/26 Feb 2020**

## **10. PROPERTY:**

(a) A meeting with Griffiths and MOE Property Rep Julie McAllister (new) was constructive as the next 10YP continues to be developed. Main projects for inclusion being: complete the D block classroom upgrades; develop the Student Wellness Centre; upgrade the food room to commercial kitchen standards. The SIP fund of \$257,000 is to be used to build an all-purpose sport turf, the location of which is to be determined after consultation with specialists in Turf construction.

(b) Members were advised of the recent burglary of the EOTC storage facility where significant camp and outdoor education equipment was stolen. The incident was reported to the police and an insurance claim is being prepared.

(c) The origin of a serious water leak coming from under H Block took some days, and considerable expense to be located. It was never found, and contractors resolved to blank off the supply to H Block and run a temporary by-pass to those areas affected H block and PE Gym. MOE and Griffiths have been kept informed of progress as it is likely the final cost will exceed \$5K. The new line now needs to be buried below

ground and concrete footpaths reinstated where necessary. The drainage contractor is currently preparing a full report to be forwarded to MOE.

**11. HEALTH AND SAFETY REPORT: Nil**

**12. STRATEGIC PLAN:**

(a) Recommend: that the board accepts the Analysis of Variance 2019

(b) Recommend: that the board accepts the Strategic and Annual Plan 2020 - 2023

Irene/Jason

**Carried**

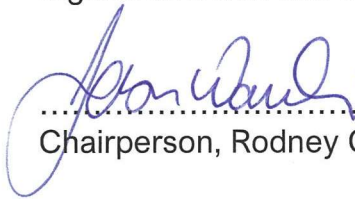
**009/26 Feb 2020**

**13. GENERAL BUSINESS: Nil**

**14. MEETING CLOSED 8.42PM**

**15. DATE OF NEXT MEETING: 6.30pm Wednesday 25<sup>th</sup> March 2020.**

Signed as a true and correct record of proceedings



..... Jason Warahi.  
Chairperson, Rodney College Board of Trustees

Date.....*4/6/2020*.....