



Minutes of the Rodney College Board of Trustees meeting held on Wednesday 24th February 2021 In the Rodney College Staffroom

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

Apologies: Nil

Meeting Opened: Jason welcomed everyone and opened the meeting at 6.43pm.

1. Minutes of the previous meeting:

It was agreed that the minutes of the January meeting held 3 February 2021 were correct and approved.

Moved: Jason/Seconded: Edwina

Carried

001/24 Feb 2021

2. Matters arising:

Access to KAMAR Yr 13 Student leavers - Irene relayed information gained from discussion with the school's network provider, as to why this occurred and was advised it was the result of 'leaving students' having been removed from the school roll. This is an annual process that ensures leavers are not included in KAMAR at the start of the new year. Irene requested that New Era ensures this process is delayed until much later so students have access to their exam results when they are posted by NZQA.

3. Declarations of Interest in the 24/02/21 meeting Agenda: Nil

4. Correspondence: Nil

5. Principal's Report:

- Irene spoke to her report.
- Student Exam Results for 2020 overall, good achievements with above national standards in most areas though UE is an area we're not quite hitting the mark. Maori achievement also good, with boys outdoing the girls for a change.
- March 1st Return will register 394 students at the start of 2021.
- MOE Mentoring Funding - Irene was advised by MOE today that funding for the Mentoring Programme that Rodney College has been a part of for the past two years, will not be available to RC this year as MOE is focusing their funding on other programmes.

- PB4L – Introduction – an MOE representative will be attending a staff meeting to introduce this programme to staff. It requires an 80% take-up by teachers for Rodney College to take part. Edwina asked to attend.
- Parent Student Teacher meetings – Irene reported on changes to the PST procedures that teachers have agreed to this year. Contact with parents will be made 4 times each year. Two by phone and two in-person meetings. Staff felt phone conferences were successful in the first Covid lockdown in 2020.
- PTA Uniform Shop changes - Christine Carrel has handed over the management of the uniform shop to Kaylene Bassett. The board wishes to acknowledge Christine’s years of dedication and service to Rodney College as a member of the PTA, and a ‘thank you’ morning tea is to be arranged. Irene will let BOT members know the date so board members can be present.
- Curry Bush Reserve - Irene gave additional information about proposed school involvement in this community initiative, which could involve the Gateway programme.
- Draft School Charter and Strategic Plan 2021-2024 - Irene discussed progress with the draft document which is almost completed and ready for submitting to MOE.

It was agreed that on completion, the School Charter and Strategic Plan 2021 - 2024 is to be submitted to MOE by the due date.

Moved: Irene/Seconded: Richard
Carried
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- Draft Analysis of Variance 2020. The 2020 Analysis of Variance was discussed by the board. Achievement data will be included as well.

It was agreed that the Analysis of Variance for 2020 be submitted to the MOE by the due date.

Moved: Irene/Seconded: Clare
Carried
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It was agreed that the Principal’s report be accepted.

Moved: Irene/Seconded: Edwina
Carried
004/24 Feb 2021

6. Finance:

- No January Report.
- January 2021 Payments: \$18876.65.

It was agreed that the accounts as presented are approved for payment.

Moved: Jason/Seconded: Clare
Carried

7. Matters for Discussion:

- MOE's Ka Ora Ka Ako Healthy Lunch Programme – a meeting was held Tuesday this week with Chief Executive Officer, Johannes Tietze, to discuss the proposal from Libelle to deliver the Healthy Lunch Programme to Rodney College. Irene provided detail that support the recommendation that they are selected to provide this free lunch service to our students. As we have had Libelle as the lease holder for the school canteen for the past two years Johannes indicated the existing canteen is very suitable for their needs and will require only minor adjustments, such as some additional shelving, to support food preparation. Any moderations are funded by Libelle or MOE and are retained as Rodney College Assets. All food is made onsite; all containers used to present food is compostable and taken away by Libelle as part of the service; Libelle are happy to work with any food banks or charities nominated by Rodney College to donate leftovers to; lunches can be prepared for sports/curriculum groups away on day excursions. Libelle will retain the existing two Libelle employees and employ an additional 2 locals. Johannes indicated the lunch service, which it was agreed will be held at morning tea (around 11am daily) could being within a couple of weeks of MOE approving the Contract. A potential start date being the week after Easter. The canteen will remain under lease to Libelle and will be open at lunchtime each day for students to make purchases of drinks and other small items.

It was agreed that Libelle be invited to provide the MOE's Ka Ora Ka Ako Healthy Lunch Programme to Rodney College for 2021.

Moved: Clare/seconded: Richard
Carried
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8. MATTERS FOR DECISION:

- EOTC Excursions:
- Tongariro 15-18th March 2021. Geography. 10 Year 12 Students
- Northland 10-12 May 21. L2 History/L3 Business Studies 15 Students

It was agreed that Jason will review and complete EOTC excursion signoffs

Moved: Jason/Seconded Richard
Carried
007/24 Feb 2021

Jason requested a report be included in the monthly finance reports that shows the Board's contributions to support school excursions and activities using the Donation Scheme funds.

9. PROPERTY:

- Astro Turf Jason updated the board on how the project is progressing and explained the delay in Turf project resulted while discussions were held with

the company that carries out maintenance on the large Billboard sign. Trucks with an attached 'cherry picker' unit will require access inside the turf courts to change the signage each month. The board discussed these concerns and indicated they are happy for the project to proceed providing the maintenance issues are resolved. The start date for this project is 24th May 2021.

A meeting with Griffiths was held this week to discuss the 2021/2022 5YP project logistics. It was agreed that the school re-keying project and the remainder of the roofing project could be done with little disruption to daily school life, while work on the balance of projects will commence over the 2021 Christmas holiday period when school is closed.

10. HEALTH AND SAFETY:

- Report was read to the meeting.

11. GENERAL BUSINESS:

- NZSTA Conference 2021 - Anybody wanting to register needs to do so urgently. Trustees are asked to let Paulene know if they are wanting to attend.
- Communication to the Community: Delay in parents knowing about the COVID lockdowns this time. Is there a better, more efficient method of communicating our messages to the Community? Paulene to ask New Era to research a better option.
- BOT Staff Trustee election: Nominations close this week. One nomination received at this point.

MEETING CLOSED 8.25pm

DATE OF NEXT MEETING: 6.30pm Wednesday 31st March 2021.

Signed as a true and correct record of proceedings.

.....Jason Warahi.

Chairperson, Rodney College Board of Trustees.

Date.....