



## Rāwhiti School

### MINUTES OF THE MEETING OF THE RĀWHITI SCHOOL BOARD ON MONDAY 16TH SEPTEMBER 2024 AT 6.00PM

**PRESENT:** Cheryl Lineham, Helen Hogarth, Tim Scott, Jess Poff, Jody Hohaia O'Sullivan, Briar Thompson (remotely), Paul Wilkinson (for Liz), Thomas Parata

**APOLOGIES:** Liz Weir (Principal)

**ATTENDANCE:** Kim Allen (Minute secretary)

#### 1. KARAKIA

#### 2. CONFLICT OF INTEREST

Tim Scott in matters relating to landscaping.

#### 3. MINUTES OF THE PREVIOUS MEETING

##### **Motion: Moved Cheryl**

*That the minutes of the Rāwhiti School Board meeting held on Monday 12th August 2024 be accepted as a true and correct record of that meeting.* **Carried**

##### **Matters Arising**

- None

#### 4. CORRESPONDENCE OUT:

- None to report

##### **CORRESPONDENCE IN:**

- MOE St James enrolment scheme
- MOE asbestos management plan
- MOE enrolment scheme review
- NZSBA triennial elections
- EdPro contract ending
- MOE excluded student

- NZSBA finance seminar
- Courtney Hodges (in-committee)
- Tim Scott place on Board (in-committee)

## 5. PRINCIPAL'S REPORT

As per the previously circulated report which was taken as read and accepted.

**Motion:** Moved Cheryl

*That the Board approves the Year 7/8 Spencer park camp proposal for continued planning and risk management documents to be completed.* **Carried**

### **Finance**

It was agreed that the budget per head for the end of year staff lunch would be up to \$50 per person.

### **Property**

- Flashing for the pool vent pipe has been ordered. It was also recommended that the gate padlock be shifted, however the logistics of this are still being worked through.
- The Ministry wanted to see our asbestos management plan, however due to the school being under 10 years old we didn't expect there to be asbestos in the new buildings. They clarified that it was for the existing building, eg the pool, PE shed and fire shed. A company has been in to complete a report, they took away two samples and we are awaiting the report with the results. Paul will check if there are any fences that could potentially contain asbestos.
- Two of the three quotes have been received for the pool concrete upgrade, however after discussions neither option seemed the best solution. Morgan and Pollard are still to provide a quote for an epoxy stoned type surface.
- There is often limited space to hold confidential conversations/telephone calls so a discussion was held about the viability and costs of a soundproof pod that would be in the back office area.

**Motion:** Moved Cheryl

*That the Board approves the purchase of the \$13,000 soundproof pod.* **Carried**

**Motion:** Moved Cheryl

*That the Board approves the purchase of plants as per the \$3765.10+GST quote, however due to the price being supply only, it was suggested they be purchased next year when it's warmer and hold a planting bee.* **Carried**

**Motion:** Moved Cheryl

*That the Board approves the purchase of tote tray trolleys for Ata Hapara as per the Furnware quote.* **Carried**

## 6. SPECIAL ISSUES

### EdPro Contract

EdPro have advised that they will be ending the property management/cleaning contract with us at the end of September 2024. All staff they currently hire that work at Rawhiti School are protected by the Vulnerable Workers Act which gives these staff two options: 1) they transfer to Rawhiti School as staff members or 2) we find another property management/cleaning company that will take the staff on. All staff have indicated they want to continue working here. Briar said she was happy to investigate if there were any other property management and/or cleaning companies that would be interested in taking on the cleaning staff and caretaker. (More discussions to be held in-committee).

Paul read a draft response to EdPro's email advising of the contract ending, and the Board were happy for it to be sent.

## 7. PUBLIC EXCLUDED SESSION

Moved from the Chair that the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 ("LGOIMA") for the passing of this resolution are as follows:

General subject	Reason for passing this resolution	Ground(s) under s48(1) for the passing of this resolution
Stand downs and suspensions	It is necessary to exclude the public from this part of the meeting in order to protect the privacy of natural persons, being a good reason for withholding information under s9(2)(a) of the Official Information Act 1982 ("OIA")	Pursuant to s48(1)(a)(ii) of the LGOIMA that the public conduct of the relevant part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under the OIA.
Personnel		
EdPro		
Other issues		

The Resolution is made in reliance on section 48(1)(a) of the LGOIMA and the particular interest or interests protected by sections 6, 7 or 9 of the OIA which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as set out in the table above.

The meeting closed at 6.45pm

Confirmed  Date: 4th November 2024  
PRESIDING MEMBER

ACTION	PERSON
Check if any fencing could potentially contain asbestos	Paul
Investigate any property management companies or cleaning companies that would be willing to take on the caretaker management role	Briar
Send response to EdPro regarding queries relating to the contract ending	Paul