



## Richmond Road School | Te Kura o Ritimana (6.00pm – 8.00pm)

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

### Agenda of School Board meeting Wednesday 29th January 2025

Agenda		Minutes	Mover / seconder	Action
Present		Carla Bleriot (Presiding Member), Anna Coddington, Jacqui Yearsley (Principal), Troy Mills (Staff Rep), Kylie Bryant, Jared Cannons, Kyra Vince		
Apologies		Geraint Tagaloa		
In attendance				
<b>Financial Services form to be filled out and signed (attendance)</b>				
		Guest: MoE representatives, David Pentecost, presenting data report.		
Karakia/Welcome/Speaking rights		<b>Motion:</b> Troy did Karakia Anna will do next meeting	Moved by: 2nd by: Carried:	
Confirmation of Minutes		<b>Motion:</b> That the minutes of 4th December hui be adopted as a true and correct record of the meeting.	Moved by: <b>Carla</b> 2nd By: Carried: Unanimous  Moved by:	

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			<b>2nd By:</b> <b>Carried:</b>	
<b>Matters arising</b>		<b>Motion: The matters arising have been completed and accepted.</b>	<b>Moved by: Kylie</b> <b>2nd By: Troy</b> <b>Carried: Unanimous</b>	
<b>Correspondence:</b> • 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]		<b>Motion:</b> That the Correspondence as tabled be received.  Noted and will be talked to in In Committee re staff member	<b>Moved by: Carla</b> <b>2nd by:</b> <b>Carried: Unanimous</b>	
<b>Principal's Report:</b>		<b>Motion:</b> That the Principal's Report as tabled be received  There are new auditors. Kirsten and Jacqui met regarding this and there will be a letter sent to the board confirming this. Geotech came and appraised the site for the new build.	<b>Moved by: Anna</b> <b>2nd By: Kyra</b> <b>Carried: Unanimous</b>	Jacqui to contact Design Tribe about report for recent geotech report
<b>Finance Report:</b>  1. November 2024 report 2. Draft Budget 2025		<b>Motion:</b> That the finance report as tabled be received  Finance Committee has met. Report looks good. We have come in better than expected. Waiting for statements from Accountant. Junior playground needs new surface. Can use money from PTA. Draft Budget is comfortable at this stage.	<b>Moved by: Kyra</b> <b>2nd By: Troy</b> <b>Carried: Unanimous</b>	.Jacqui has a list of things to discuss before the budget can be signed off.  Jacqui to make a time for finance committee to get together before next board hui

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		Board gives Finance Committee approval rights for 2025 budget and will bring approved budget back to the next meeting.		
<b>Property Report:</b> Property Update		<p><b>Motion:</b> That the property report as tabled be received</p> <p>Carla talked about response from Ministry to correspondence to the Board. Kyra thought it was a good response. Gave us information we didn't have. Now that they have confirmed that they will not confirm the build, MoE will come back this year to reassess and continue to do that yearly. No reports have been created after the 2020 reports were done. They will do an annual light touch review of the buildings annually. Need to keep discussing the issue around role growth. MoE says we have space and we say we don't. Kyra will write another email to the Ministry. The Board would like to acknowledge Kyra's work in this space.</p>	<p><b>Moved by: CARla</b> <b>2nd By:</b> <b>Carried: Unanimous</b></p>	Kyra will write another letter to MoE and send to Board before sending to Ministry
<b>Professional Development</b> N/A				
<b>Curriculum</b> - Data Reports		<p>1. Data Reports: Ropu comments very thoughtful and acknowledging resources that will be used this year. Mid year data is coming off covid shutdown. There is definitely an effect on learning. Steady increase over 2023/24 with consistent progress. Reading inclines more easily than writing.</p>		

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		<p>Recommendations are for Yr3 students which will be yr 4 this year: Note page 6. There is national comparison data but hard to compare with our school because of dual languages. Kura will stay with what we know and gradually implement changes until we get robust data to compare.</p> <p>In terms of structured literacy are we getting support? We are on the waitlist for term 2. There may be someone to help with our bilingual learners. Jacqui has touched base with them.</p> <p>Maths PLD begins tomorrow at the teacher only day. L'A are using Singapore Maths as it aligns with Prime maths. Maths workbooks are only in English.</p> <p>Working towards has gone up, working at has gone down in TWW due to assessing where they are at that time.</p> <p>Thank you to Matua David and his team for his mahi in this space. Will look at ways for rōpū leaders to be more involved in producing the data reports.</p>		
<p><b>Policy Review:</b></p> <ul style="list-style-type: none"> <li>- Board Roles and Responsibilities</li> </ul>		<p>Strategic plan Summary of NZSTA and links Education Act School overview 2024 annual plan Delegations</p>		<p>Induction pack for Jared, Jacqui/ Lisa/Susan</p> <p>Susan to update policy on website.</p>

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		Code of Conduct Folder		Lisa; Need a motion for policies to be approved.
<b>Conflict of Interest Register items.</b>				
<b>Other Items</b>  1. Data Reports (David) 2. Roles on the Board and Board committees 3. Delegations 4. 2025 Work plan (next hui) 5. Meetings for 2025 6. Confirmation of new member 7. Noho Marae		1: Data Reports: See Curriculum above  2: Roles on the Board and Committees <b>Board Roles</b> 2a)Presiding Member- Carla Bleriot  2b)Deputy Presiding Member- Kylie Bryant  <b>Committees:</b> Finance: Jacqui, Kylie, Carla Property: Jacqui, Jarod and as required Policy: Jacqui, Troy, Geraint Constitution: Jacqui, Kyra, Anna  3: Delegations <b>Motion:</b> That the schedule of delegations 2025 as tabled be approved  4: 2025 Work Plan	<b>2a)Moved by: Kylie</b> <b>2nd By: Troy</b> <b>Carried: Unanimous</b>  <b>2b)Moved by: Carla</b> <b>2nd By: Anna</b> <b>Carried:Unanimous</b>  <b>3:Moved by: Carla</b> <b>2nd By:</b> <b>Carried: Unanimous</b>	

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		<p>5: Meetings for 2025 12th March, 7th May, 11th June, 23rd July, 3rd September, 15th October, November 26th</p> <p>6. Board approved the appointment of new member Jarod Cannons</p> <p>7. Noho marae has been confirmed. Troy will have proposal and RAMs ready by next meeting.</p> <p><b>Motion:</b> That Jared Cannons be appropriated on to the Board</p>	<p><b>6:Moved by: Carla</b> <b>2nd By:</b> <b>Carried: Unanimous</b></p>	<p>Troy will have proposal and RAMs ready by end of next week 14th Jan.</p>
<p><b>Personnel</b></p> <ol style="list-style-type: none"> <li>1. Staffing update</li> <li>2. Health and Safety Log</li> </ol>		<p><b>Personnel issues to be discussed.</b></p> <p><i>MOVED that the public be excluded pursuant to section 48 of the Local Government Official Information &amp; Meetings Act. The reason being to discuss a matter of personnel and the ground is to protect the privacy of individuals.</i></p> <p><i>The BOT went into committee at 8 pm and came out of committee at 8.05pm</i></p>	<p><b>Moved by:</b> <b>2nd By:</b> <b>Carried:</b></p>	
<p><b>Meeting Closed</b></p>		<p>Meeting extended to 8.30pm Meeting ended at 8.07pm</p>	<p><b>Moved by: Carla</b> <b>2nd By:</b> <b>Carried: Unanimous</b></p>	
<p><b>Next Meeting:</b></p>				





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18/03/25

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