



*[Handwritten Signature]*  
23/07/25

*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 11th June 2025

Agenda	Minutes	Mover / seconder	Action
Present	Carla Bleriot (Presiding Member), Jacqui Yearsley (Principal), , Anna Coddington, Geraint Tagaloo, Jared Cannons, Susan Trainor(executive assistant)		
Apologies	Troy Mills (Staff Rep), Kyra Vince, Kylie Bryant		
In attendance			
<b>Financial Services form to be filled out and signed (attendance)</b>			
Karakia/Welcome/Speaking rights	<b>Motion:</b> Karakia; Jacqui Yearsley	Moved by: 2nd by: Carried:	
Confirmation of Minutes	<b>Motion:</b> That the minutes of 7th May hui be adopted as a true and correct record of the meeting.	Moved by: Carla 2nd By: Carried: Unanimous  Moved by:	



## 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.*

			2nd By: Carried:	
<b>Matters arising</b>		<p><b>Motion: The matters arising have been completed and accepted.</b></p> <p>Kyra will update and recirculate the MoE letter to the Board for approval.</p>	<p>Moved by: Anna 2nd By: Geraint Carried: Unanimous</p>	<p>Kyra to send the amended draft to board before sending the response to MoE. Kyra will update and recirculate the MoE letter to the Board for approval.</p>
<p><b>Correspondence:</b></p> <ul style="list-style-type: none"> <li>list emailed before meeting</li> </ul> <p>[please email prior to the meeting any mail you may want to see. Most mail is in use once it arrives at school]</p>		<p><b>Motion:</b> That the Correspondence as tabled be received.</p>	<p>Moved by: Carla 2nd by: Carried: Unanimous</p>	
<b>Principal's Report:</b>		<p><b>Motion:</b> That the Principal's Report as tabled be received</p> <p>Carla would like to draw Boards attention to the comments in the 3rd column and the Board offers its congratulations to Dr Jacqui Yearsley for her achievement in completing her PhD.</p> <p>Maths is in English medium. MiM will go to get support for this as they teach predominantly in Samoan.</p> <p>Learning Support coordinators are being funded by the MoE but still unsure as to how this will take effect in Ritimana.</p>	<p>Moved by: Jarod 2nd By: Carla Carried: Unanimous</p>	

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



## 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.*

<b>Finance Report:</b>  1. April report		<p><b>Motion:</b> That the finance report as tabled be received</p> <p>A few things to discuss. In general, tracking according to plan. There is a challenge with the mara and where it sits within the accounts. There will be a mid year budget review and where the mara sits will be rectified then.</p> <p>Relief teachers are up from last meeting due to sickness.</p> <p>Auditing is ongoing. The school is up to its 5th person as a contact. The audits are supposed to be completed by now but it is out of the Board's hands at this point.</p> <p>Tracking the general expenses to see where savings could be made.</p>	<p><b>Moved by:</b> Carla  <b>2nd By:</b>  <b>Carried:</b> Unanimous</p>	
<b>Property Report:</b> Update - design and build minutes		<p><b>Motion:</b> That the property report as tabled be received</p> <p>The design Report is ready to go to the assessment panel. The panel can confirm the design, which will hopefully lead to funding. Kyra is working on the letter.</p>	<p><b>Moved by:</b> Geraint  <b>2nd By:</b> Anna  <b>Carried:</b> Unanimous</p>	
<b>Professional Development</b> N/A		<p>Email has been sent to the MoE re the school constitution.</p>		

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



## 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.*

<b>Curriculum</b> - The Arts - Music, Kapa Haka, Visual arts etc (verbal report)		Arts exhibition is coming up next term. Aria is in charge of this.  Music has been extremely successful. It also helps with CRT for teachers. Happy to have Jude back on board.  Kapa haka will have a showcase on the last Thursday of this term.		
<b>Policy Review:</b> - Salary units		<b>Motion:</b> That the policies be approved with recommendations	<b>Moved by:</b> <b>2nd By:</b> <b>Carried:</b>	Jacqui and Susan to amalgamate Salary units policy with the latest from the MoE. Send to Board by next week.
<b>Conflict of Interest Register items.</b>		Nil		
<b>Other Items</b>  1. Elections 2. Other business		1. <b>Elections:</b> Alan is doing our election process. Lisa has to send all of the parent roll. Nominations need to be out by the 18th July. Jacqui requesting both a paper form and an online form from Alan.  2. <b>Other business:</b>	<b>Moved by:</b> <b>2nd By:</b> <b>Carried:</b>  <b>Moved by:</b> <b>2nd By:</b> <b>Carried:</b>  <b>Moved by:</b> <b>2nd By:</b> <b>Carried:</b>	

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



## 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.*

			Moved by: 2nd By: Carried:	
<b>Personnel</b> 1. Staffing update (including Principal PGC) 2. Health and Safety Log		<b>Personnel issues to be discussed.</b>  <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. The BOT went into committee at 6.42pm and came out of committee at 7.02 pm</i>	Moved by: 2nd By: Carried:	
<b>Meeting Closed</b>		Meeting ended at 7.02pm	Moved by: 2nd By: Carried:	
<b>Next Meeting:</b>				