

Minutes of the Rodney College Board of Trustees meeting 25th September 2018 in the Rodney College Staff Room. Meeting Opened at 6.20 pm.

Attendance: Jason Warahi, (Chairperson), Irene Symes, (Principal), Richard Pride, Clare Hayward, Gay Pride, James Logue, (Outgoing Student Rep) Darcie Laughton (New Student Rep).

Absent. Nil

Welcome – Jason congratulated and welcomed Darcie to the board as the newly elected Student Rep for 2018-2019 year.

New Parent Rep - Kent Watson-Walker will attend his first board meeting as the new parent representative, on Tuesday 30th October 2018. Kent replaces Steve Waldron who resigned early this year.

MINUTES OF THE PREVIOUS MEETING:

Minutes of the meeting held 30th August 2018.

Gay/Anne
Carried
001/25 Sept 2018

MATTERS ARISING:

Variation to Painting Contract Invoice – Board members expressed disappointment that the building conditions Carus now claim requires additional prep-work was not identified during the initial project scope, and as a result has generated a *variation to the contract* being claimed by Carus. The board approved payment of the additional invoice, the amount as advised by the EO at the meeting, and acknowledged the affect this will contribute to the budgeted deficit for 2018.

Richard/Gay
Carried
002/25 Sept 2018

Appointment of Auditors Fee Proposal: Jason advised he has had no success in contacting Colin Henderson at RSM Hayes Audit to request a review of the Izard Trust fee proposal.

DECLARATIONS OF INTEREST:

Declaration of Interest – no declarations recorded.

CORRESPONDENCE:

Resignation George van den Hoeven – was accepted.

Jason
Carried
003/25 Sept 2018

Terra Nova, Wellsford Country Estate – following discussion on documents received from Cedric Gregson, board members indicated support of the Wellsford Country Estate development including pedestrian access at the school's boundaries, as highlighted on the concept plan. Members agreed the board should write to Mr Gregson to show support and invite continued dialogue.

The meeting moved into Committee 7.15pm

That the public is excluded from the discussion of confidential items relating to personnel and student issues, due to their sensitive nature. This conforms to Section 48 of the Local Government Official Information and Meetings Act 1987.

Jason
Carried
004/25 Sept/2018

The meeting moved out of Committee 7.22pm

Jason
Carried
005/25 Sept 2018

PRINCIPAL'S REPORT: Irene spoke to her report.

Absence Report – there was considerable discussion on the Absence report and the ongoing difficulties in getting students to attend classes. In particular, how to resolve the high level of absence recorded for Year 13 students.

Leavers Dinner – The Leavers Dinner is scheduled for Thursday 1st November, the same night as the board meeting. Following 'diary checking' the board meeting dates were changed as follows: the October meeting Tuesday 30th October, and the November Tuesday 27th November 2018.

Outgoing Student Rep – Irene and board members congratulated and thanked James for his valued contribution as student representative on the board of trustees and presented him with a gift.

The report was received.

Irene/Anne
Carried
005/25 Sept 2018

DISCIPLINE REPORT: Irene spoke to the report.

The report was received.

Jason
Carried
006/25 Sept 2018

FINANCE:

Reports for August 2018 were accepted.

Gay advised we are keeping within expected expenditure percentages for this time of the year. Most departments have remained within budgets and those that have not, have been advised their budgets are now closed.

Budget Closure for 2018 – in an effort to keep the budgeted deficit as small as possible by year-end, the finance committee agreed budget holders are to be advised budget closure will happen at the end of October. Excluded are the typical end of year activities such as challenge week, prize giving and the usual consumables required by some departments.

MOE Circular 2018/01 – Gay spoke of the detail of this circular and the huge impact it will have on the school budget without the usual parental contribution for trips, subject workbooks and other activities. While voluntary contributions can be asked of parents, the document states these and other activities are curriculum related and should be funded by the board. Irene will raise the subject with HOD's for discussion. It was recommended a review of the school donation should be scheduled before 2020.

Approval to Pay: Following recommendation from the finance committee, the Payments for August 2018, totalling \$461802.52 were approved for payment.

Gay/Clare
Carried
007/25 Sept 2018

MATTERS FOR DISCUSSION: Nil

MATTERS FOR DECISION:

NZSTA Student Rep Spirit of Adventure Excursion: The board approved new student rep Darcie Laughton attendance on the Spirit of Adventure excursion in January 2019. Darcie provided the required letter from her mother giving permission to attend the trip and confirmed all travel and accommodation costs required, in meeting the vessel in Bluff would be covered by Darcie.

Gay/Clare
Carried
008/25 Sept 2018

POLICY REVIEW:

- No policy for review this meeting.

PROPERTY:

Verbal update was provided on the following projects currently underway at Rodney College.

Painting – Project continues. Concerns mentioned that the painters have a very erratic program and appear to move from block to block, leaving many areas unfinished. There has also been a change in Supervisor, with Tommy leaving Carus. Request a status report, of all blocks, is prepared by Carus for the next bot meeting.

D Block Upgrade, Toilet Block and Lab Upgrade - Progressing.

Heat pumps Stage 2 - All documents signed and returned to Griffiths - awaiting MOE funding.

Roofing Project - Underway 25th Sept with scaffolding being installed around various class rooms. Work will continue through the term break.

HEALTH AND SAFETY:

Jason read the updated Accident Register to the meeting.

GENERAL BUSINESS:

Libelle Canteen change of Staff – Irene advised there is to be a change in staff in the Canteen next term with Linda leaving.

Morning Tea – Irene invited members to farewell morning tea to be held Friday 28th at 10.30am for Lindsay Lovegrove, retiring after teaching at Rodney College for 38 years.

Irene also reminded board members of the various end of year prize-giving dates - to diary.

Meeting closed 8.50pm

DATE OF NEXT MEETING: Tuesday 30th October 2018.

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Jason Warahi
Chairperson,
Rodney College Board of Trustees