

## Minutes of the Rodney College Board of Trustees meeting 27 November 2018 in the Rodney College Staff Room. Meeting Opened at 6.30 pm.

**Attendance:** Jason Warahi, (Chairperson), Irene Symes, (Principal), Richard Pride, Clare Hayward, Gay Pride, Darcie Laughton (Student Rep), Kent Watson-Walker, Anne Waight (Staff Rep).

**Absent:** Nil.

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**Welcome** – Jason opened the meeting at 6.30pm and welcomed everyone.

### MINUTES OF THE PREVIOUS MEETING:

Minutes of the meeting held 30 October 2018.

Gay/Clare  
Carried  
001/27 Nov 2018

### MATTERS ARISING: Nil

### DECLARATIONS OF INTEREST:

Declaration of Interest – no declarations recorded.

**PRINCIPAL'S REPORT:** Irene spoke to her report providing detail on data represented in the various graphs. The report was received.

Irene/Gay  
Carried  
002/27 Nov 2018

### DISCIPLINE REPORT:

The report was received.

### RC INTERNATIONAL SCHOOL REPORT:

Irene spoke to the report and advised our International Director will attend the ICEF Australia New Zealand Agent Workshop held at the Darwin Convention Centre in April 2019. There is currently 2 confirmed student enrolments for 2019. It was agreed the Asia trip should not be included in this excursion.

### CORRESPONDENCE:

**The meeting moved into Committee 7.24pm**

Jason  
Carried  
003/27 Nov 2018

*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.*

**The meeting moved out of Committee 7.31pm**

Jason  
Carried

004/27 Nov 2018

**FINANCE:**

Reports for October 2018 were accepted.

Expenditure is at 82% and remains within the predicted deficit. Budgets are closed apart from the usual consumables required this time of the year – and Challenge Week activities. Some Capital items have also had approval for purchase using pre-committed STAR funding.

**Approval to Pay:** Following recommendation from the finance committee, the Payments for October 2018, totalling \$407207.07 were approved.

Gay/Clare

Carried

005/27 Nov 2018

**MATTERS FOR DECISION:**

Funding for Upgrade to D4 – following considerable discussion the board agreed to include an upgrade to classroom D4 to be carried out by the same Contractors (Arco) who are involved with the D Block physics lab, toilet block and break out room project. These works confirmed to start when school closes in December and expected to be near completion by start of term 1, 2019. Project Manager Darren Tantau (from Griffiths) advised there are sufficient funds within the contingencies for both the D Block upgrade and the Hall roof replacement projects to cover the cost of a D4 upgrade. However, if the contingencies become unavailable, the board agreed to fund the D4 upgrade out of reserves, on the condition that all expenditure is reimbursed by 5 Y funding when D4 is included as next project on the 5Y Plan.

Gay/Richard

Carried

006/27 Nov 2018

Grant Application to Oxford Sports Trust – Sports Uniforms \$9525

It was moved and agreed to approve a grant application to be submitted to the *Oxford Sports Trust* for \$9252. The funds requested are to be used to purchase team uniforms for students participating in Northland Interschool Rugby, Netball, and Football & Hockey and also attending secondary school tournaments throughout the year.

Gay/Richard

Carried

007/27 Nov 2018

**POLICY:**

Use of School Property, Vehicles and Resources Policy – the policy was approved following insertion of the words 'Up to' 70c per Kilometre. The current charge of 50c per k is to remain in place, but if the van expenditure begins to run at a loss, then the EO is to advise the finance committee that the fee needs to be increased to 70cents per kilometre.

Gay/Richard

Carried

008/27 Nov 2018

**STRATEGIC PLAN:** Nil

## PROPERTY:

Verbal report on the following projects currently underway at Rodney College.

Painting – Almost finished.

D Block Upgrade, Toilet Block and Lab Upgrade – Program work schedule is due this week.

Heat pumps Stage 2 – Only the Hall heating to be resolved now.

Roofing Project – Almost completed. Hall will be ‘wrapped’ in the last week of school with the project getting underway on 17 Dec. Staff have been made aware this project involves removal of asbestos. TPW, the roofing contractors are required to issue flyers to immediate neighbours of the school to provide information about the project.

## HEALTH AND SAFETY:

Jason read the updated Accident Register to the meeting.

Lock Down Drill – Local police attended our recent ‘lock down’ drill to observe and provide advice on the exercise. The alarm ‘alert’ was immediately changed and is now more specific to a lock down procedure.

## GENERAL BUSINESS:

Uniform Hoodie – Irene spoke to the meeting about introducing a hoodie as an additional uniform option for students. The board supports in principle the concept, for the PTA to supply the item. The hoodie will have the RC logo on the front, along with the student’s first initial and surname embroidered in a place on the garment, yet to be decided. Some concern around whether the fabric will deteriorate given typical *wear and tear* so Irene is to discuss this with staff who have knowledge of textiles and gauge its durability and longevity. The question was also asked if students could have the name of their sports team printed somewhere on the garment. The idea was suggested students could purchase two hoodies if they wish to have a sport one too, but it could not be worn at school. The meeting also agreed the hoodie would not be part of the formal dress uniform, which will still be standard for all formal occasions.

Jason thanked members for their support in his role as chairperson and for their commitment to the board over the past year. He wished everyone a happy Christmas.

Meeting closed 8.30pm

**DATE OF NEXT MEETING:** Thursday January 31<sup>st</sup> 2019, at the home of Irene Symes

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Jason Warahi  
Chairperson,  
Rodney College Board of Trustees