RANGIORA NEW LIFE SCHOOL
SCHOOL BOARD

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Presiding Member
RNL School Board

Action Points

Minutes of the Meeting 06 August 2025
7:00 pm, Room 21 (New Classroom)

Part 1 Introduction

1.1 **Welcome:** Stan Stewart welcomed everyone, and the meeting commenced at 7.00pm

1.2 **Apologies**: None

Absent: None

Present:

Trustees: Stan Stewart (Chair), Stephen Walters, Karen Rennie, Dusty Eloff, Jenna van Housen, Diana Stevenson, Phil Shaw, Chris Joseph, Rebecca Brophy, Lucy Stevenson, Marina Krijgsman, Glenda van der Walt (Minutes)

Other: Deb Smith

1.3 **Conflict of Interest including any changes to Members Interest as disclosed in the interest register:**

Phil Shaw and Rebecca Brophy have primary students at school – for the discussion on camps, in particular Yr 5/6 camp.

1.4 **Devotions & Open in Prayer:** Chris

We need to apply Godly wisdom in every decision.
Proverbs 2:6 "For the Lord gives wisdom; From His mouth come knowledge and understanding;".
If we have a lack of wisdom, we should as for it. In Exodus we read how the Israelites sent spies into the promised land and saw giants and did not want to enter. This illustrates how man views the battles, using their wisdom and not God's and ultimately missing out. We need to stand on God's promises despite the opposition. The school has awesome fundamentals and foundation, and we need to stand on these in the current culture.
Colossians 1:9 "For this reason we also, since the day we heard it, do not cease to pray for you, and to ask that you may be filled with the knowledge of His will in all wisdom and spiritual understanding;".
Romand 8:14 "For as many as are led by the Spirit of God, these are sons of God." The Holy Spirit gives wisdom and is, ultimately, the Presiding Member of the School Board. We need to allow God to lead and guide us.

1.5 Minutes of Previous Meeting: Taken as read.

Moved that Minutes of 16 July and 23 July 2025 be accepted. Jenna requested that the minutes be amended to include that an apology letter be sent to the parent community from the School Board regarding to the uniform supply issue.

SS **All in favour** **Carried**

After the meeting the handwritten minutes were referred to and the notes taken, at the meeting, was that a letter be sent regarding the uniform supply.

1.6 In Committee – as applicable

All visitors left.

Moved into "In Committee" at 7:07pm

Moved to accept the minutes of the previous meeting. KR / RB **All in favour** **Carried**

Moved out of "In Committee" at 7.11

1.7 Matters Arising

Communication to be sent to the parent community on the progress of the uniform supply.
A letter has been sent.

The Triennial Elections were mentioned and noted that correspondence has been received and is tabled under "Incoming". The final Declaration of Results is awaited.

1.8 Correspondence

Incoming taken as read:

09/07	NZSBA Board Matters Term 3 2025
15/07	NZACS The Whiteboard Term 3
16/07	NZSBA Stepping up and stepping in
21/07	NZASA 2025 Conference
23/07	Letters of Resignation A reminder was given to the School Board members that if these were to be discussed that the meeting would need to go "In Committee" due to protect the personal privacy of natural persons. It was agreed that there was no need to discuss this matter.
24/07	NZASA AGM Thursday 21 August
29/07	Nomination Update Staff Rep
29/07	Nomination Update Parent Rep
29/07	NZSBA Resources to help promote your board elections

Outgoing: taken as read

18/07	NZ Uniforms Customer Service Update
28/07	PE/Health Curriculum Review thank you letter
	International Review thank you letter
	Christian Living Curriculum Review thank you letter
	Technology Curriculum Review thank you letter
	Careers Review thank you letter

Moved that: All Correspondence be received. SS **All in favour** **Carried**.

Part 2: Strategic and Leadership

The Strategic Plan Consultation survey has been sent to the parents, staff and students and will be closed on Thursday 7th August. Currently 64 parent, 141 student and 20 staff responses have been received. An in-depth discussion was held. The principal is to send out an additional correspondence, including the link, to elicit more responses and possibly extend the date to the evening of the 10th August 2025. The consultant has scheduled discussions with the focus groups in the week following.

Motion that the principal to send out additional correspondence, via text, and including the link. PS / DE **All in favour** **Carried**

A discussion was held regarding the RNLS Facebook page, which has not been in use since 2020. Currently the Parent RNLS Facebook page is used. This platform is only to be used to remind the parent/student community of the survey.

Part 3: Review of Learning Areas and Education Outcomes

Ross attended the meeting via Zoom, due to ill health.

Special Education and Māori – Reports taken as read.

A question was raised about the wording used, with regards to the reason for low achievement on Page 3 of the Māori review. The explanation for this is that the nation is trying to unpack what has occurred historically as a nation, due to the cultures having a differing viewpoint of history. A discussion ensued.

Ross was thanked for the excellent report presented.

Moved to accept the reports as tabled. RNI / PS **All in favour** **Carried**

Part 4: Financial – taken as read.

Reports for June 2025 including graphs.
Minutes of Finance Meeting.

Most of the budgets have been spent with income still being received. In winter the power usage is generally higher than in summer. The Proprietors have taken over the management of the power supply as they have added solar panels. A solar panel was damaged, the inverter shut down and therefore no power savings were received until the panel was replaced. The Proprietors invoice the school for the power usage and forward any savings received onto the school.

Any finance questions are to be directed to Glenda by midday of the School Board meeting to facilitate a timeous response, which will be given by the principal, at the meeting.

Moved that: The Financial Report for June 2025 be received.	KR / SW	**All in favour**	**Carried**
Moved that: The June 2025 Finance Minutes be accepted.	KR / PS	**All in favour**	**Carried**

Part 5: Update Reports

4.1 Principal's Report: Taken as read.

It is noted that the School Policy Assurances are added to the principal's report.
The PB4L report is to be presented at the next School Board meeting scheduled for 03 September. A summary is that in Term 2, eight (8) individuals have been responsible for most reported incidences. An explanation was given that the Tier 2 is an internal response and Tier 3 would include external agencies. PB4L is designed to have positive behaviour outcomes, with extra support given to those who require it.

The school will have a practice Lockdown drill at 9.02am during Whānau Time, with communication to be sent, beforehand, to the parent community advising of the drill. The process is to be following with feedback requested. As all lockdowns are driven by NZ Police the security company will be advised of the lockdown drill. A discussion ensued.

Moved that: Principal's Report be received.	SW / SS	**All in favour**	**Carried.**

4.2 Student Report – Taken as read

Lucy was thanked for the well-presented report. The Rite Way Journey programme was discussed, and the badge ceremony was explained. The badge reward is presented after a series of challenges were successfully completed. This programme is for Yr 10s, and these students designed the badge. A discussion ensued.

Moved that: the Student Report be accepted.	LS / SS	**All in favour**	**Carried**

4.3 Proprietor's Report – taken as read

Moved that: the Proprietor's Report be accepted. DE / SS **All in favour** **Carried**

4.4 Health and Safety Report – Taken as read

The playground at the Donaldson Block was inspected on the 6th August and a report will be sent.
It was mentioned that the student who broke their wrist is doing well.

Moved that: the Health and Safety Minutes be accepted SS **All in favour** **Carried**

4.5 Uniform Report

No report was presented.
A Uniform Committee meeting is to be scheduled soon and a report to be presented at the next School Board meeting.

Part 6: In Committee

Part 7: Operational, Policies and Procedures (School Docs)

15/07 SchoolDocs advisory: Term 3 review and board assurances.
29/07 SchoolDocs advisory: Term 3 Health Support updates

The Policy Committee has not met in Term 2, but will meet, at a time to be advised, in Term 3.

Part 8: General Business

1. Board Guidelines
   The Role of the BOT in governance

The Yr 5/6 camp was discussed in depth. The Yr 5/6 camp has been shifted to an EOTC event, due to rising costs. Camps are financed on a donation basis, and as a result are not financially viable due to non-payment by parents. The donations are voluntary payments and not enforceable. The School Board and Finance Committee have reviewed the camps from 2021 going forward, with the Senior Leadership Team managing them. It was explained that any activities that are curriculum based are presented to the students, as the school is part of the donations scheme (does not cover camps), but that camps may be charged to the parents on a donation basis. The School Board is ultimately responsible for the finances of the school and cannot agree to a financial loss in this area.
On the question of the use of Attendance Dues, it was explained that Attendance Dues are charged by the Proprietors to the parents and are solely for the use of building development and modernisation as directed by the Ministry of Education and are not funds used by the school.

It is recommended that the query, regarding camps, submitted to the NZSTA and the advice given be forwarded to the School Board Secretary for tabling at the next meeting.

All reports and any matters for the next meeting are to be forwarded to the School Board Secretary by noon of the Thursday preceding the scheduled meeting, to allow for finalising of the agenda and uploading to the SharePoint before the weekend.

Devotions at the next meeting: Dusty Eloff

Stan prayed and **the meeting closed at 8.45pm**

Next meeting – 03 September 2025