RANGIORA NEW LIFE SCHOOL

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Minutes of the Meeting 5 November 2025

7:00 pm, Room 21

Action Points

3/12/2025

Part 1 Introduction

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

1.2 Apologies: Shine Laurie

Absent:

Present:

Trustees: Stan Stewart (Chair), Stephen Walters, Karen Rennie, Dusty Eloff, Jo Simpson, Jaco Niemand, Kerry Harris, Phil Shaw, Chris Joseph, Sheryl Band, Reese Hunter, Glenda van der Walt (Minutes)

Other: Diana Stevenson, Ross Nicholson

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

Stephen Walters – Correspondence re concern
Jaco Niemand – Owns a cleaning company
Jo Simpson – Māori and Pasifika Parent Group
Phil Shaw – Correspondence re concern Amy Shaw

1.4 Devotions & Open in Prayer: Stephen Walters
We need to trust in God together.
Proverbs 3 "
Psalm 4 "
The Board often faced with challenges larger than capacity. We walk not in our strength and understanding, but in God's, grounding all planning decisions in prayer and believing God will provide. God calls us to trust Him as we lead the school in governance under His direction

1.5 Minutes of Previous Meeting: Taken as read.

Moved that Minutes of 15 October 2025 be accepted.

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

1.6 In Committee – see Part 6

1.7 Matters Arising: - None

1.8 Correspondence

In:

11 Oct PPTA Notice of Strike Action 14 October
12 Oct PPTA Notice of Strike Action 15 October
13 Oct PPTA Notice of Strike Action 16 October
13 Oct NZEI Informal notice of strike
15 Oct Letter re Formal Concern regarding handling of confidential complaint by senior leader
17 Oct Protected disclosure information request by the Ministry of Education Sector PD (to be discussed 'In Committee').
20 Oct PPTA Notice of PPTA members strike action on 23 October
20 Oct Email regarding Cleaning Contracts
22 Oct NZSBA Webinars for State-Integrated Schools
26 Oct PPTA Notice of PPTA members strike action on 29 October

Out:

30/10 Letter and information as requested by the Ministry of Education Sector PD (to be discussed 'In Committee').

Moved that: All Correspondence be taken as read. SS **All in favour Carried**.

Part 2: Strategic and Leadership

AOV

A concern was raised by Stephen that the strategic Planning timeline is not being met and that immediate attention be given to this. A 1-hour session was had in the previous week, with an additional 3-hour session planned on the 11th of November. The plan needs to be finalised and submitted to the Board before end February 2026, for submission the Ministry of Education by March 2026. Currently the plan is in the process of being reduced from 12 goals to possibly 3-5 goals, with sub items listed, to streamline the plan. The plan is driven by the previous community consultation survey.

M/A: Strategic Plan to be submitted.

Part 3: Review of Learning Areas and Education Outcomes

Completed for 2025.

Part 4: Financial – taken as read.

Reports for August 2025 including graphs.
Statement of Comprehensive Revenue and Expense August 2025.
Minutes of the 07 October 2025 Finance Meeting.
Additional reports including journal listing.

Painting Maintenance

Moved to accept the RNL PM Work file and to be included in the 2025 Financial statements.
KR / SS **All in favour** **Carried**

Budget

Glenda and Stephen were thanked for diligence and keeping the budget in line. A discussion was held.

Moved to accept the 2026 Budget as presented. KR / SS **All in favour** **Carried**

Audit Engagement

Moved that the Board approve the audit arrangement with BDO Christchurch Audit Limited for the years ending 31 December 2024 to 31 December 2026.
SS **All in favour** **Carried**

Moved that: The Financial Report for September 2025 be received.
SS **All in favour** **Carried**

Moved that: The October Finance Minutes be accepted. SS **All in favour** **Carried**

Part 5: Update Reports

4.1 Principal's Report – taken as read.

The draft Absence Reporting Flow Chart was presented and discussed. The coding is per period over the whole school which results in compliance and good data. The appointment of new staff was discussed. As some are beginning teachers and are only teaching 0.8 FTTE, this leads to an additional 1.0 FTTE available overall, which will be utilized to employ a fixed term Mathematics teacher for 2026. The vacancy is advertised in the Gazette today. This completes the teaching staff for 2026. The appointment of a Sports Co-ordinator is a work in progress.

Moved that: The Principal's report be accepted. SWL / SS **All in favour** **Carried**

4.2 Student Report – taken as read.

A hardwall, to bounce a ball against has been requested by some students, particularly for primary. This was discussed.

Moved that: the Student report be accepted. H / SS **All in favour** **Carried**

4.3 Proprietor's Report – taken as read.

The Proprietors encourage more communication regarding curriculum updates, library books, assemblies and Christian Character taught in class, which would be meeting the obligations of the School Board, Senior Leadership Team and the Proprietors. An in-depth discussion was held. The School teaches the NZ Curriculum as directed by the Ministry of Education, through a Christian Character lens. The Heads of Curriculum, annually, provide a review of the curriculum with an emphasis on Christian Character. It is noted that the Ministry of Education is currently in process of changing aspects in the curriculum. Best practice in the curriculum and Christian Character space is sought, with advice required on what this looks like in other schools. Chris Joseph, Karen Rennie and Dusty Eloff are nominated to drive this.

M/A: Christian Character and Curriculum overview

Moved that: the Proprietors' report be accepted.	DE /SS	**All in favour**	**Carried**

4.4 Health and Safety Report – taken as read.

A recommendation is given to the Bus Controller to action the seating in the bus.

Moved that: Health and Safety report be received.	SS	**All in favour**	**Carried**

4.5 Uniform Report

A discussion was held on the presentation of students wearing school uniform. A sunset clause has been added to the discontinuation of certain uniform items. The uniform booklet is to be included in the newsletter, RNLS Parent Facebook page, updated to the website and official communication sent to the parent community. The Uniform Committee to forward the information to Glenda for action.

M/A: Uniform Booklet communication

Moved to ratify the Uniform Booklet	KR / SS	**All in favour**	**Carried**

Part 6: In Committee

<u>Reasons</u> for moving into "In-Committee" – public excluded:

a) To protect the personal privacy of natural persons.

1. Outcome of removal of consent of student to be enrolled
2. Information request by the Ministry of Education Sector PD.

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

Part 8: General Business

Devotions at the next meeting: Jo Simpson
The meeting closed at 9.03 pm and Stan closed in prayer.
Next meeting – 03 December 2025, with afternoon tea from 6.30 in the Staff Room.