



RATHKEALE COLLEGE

Wairarapa

OPEN MINDS | OPEN SPACES | OPEN FUTURES

RATHKEALE COLLEGE BOARD OF TRUSTEES

MINUTES OF MEETING HELD ON WEDNESDAY 20 NOVEMBER 6.00PM, IN PERSON

PRESENT

Mr M Owen (Presiding Member) Mr M O'Grady (Principal), Mrs S Jonas, Mr M Wailling, Mr D Chapman, Mr N Broom, Mr R Donworth, Mr J Gouws (via Teams).

IN ATTENDANCE

Mrs B Gordon (Board Secretary), Mr B James (TSTB representative – Speaking rights)

1. **PRAYER** – Mr Broom
2. Mr Owen acknowledged Rathkeale's participation in the recent episode of Country Calendar, congratulating all involved.
3. **APOLOGIES** – Ms V Read, Mrs C Archer
4. **MINUTES OF PREVIOUS MEETING**
 - 4.1 Minutes circulated, and on Teams, and taken as read.

Resolved: *"That the minutes of the Rathkeale College Board of Trustees Meeting of 23 October be accepted as a true and correct record."*

OWEN

Carried

5. MATTERS ARISING -Nil

6. CORRESPONDENCE

6.1 Letter from Mr Owen on behalf of the board to teaching staff, thanking them for their best practice which led to a successful MNA report.

5.2 Email from Mr Riwai-Couch stepping down as co-opted member of the Rathkeale BoT due to personal reasons.

5.3 School board elections information- circulated.

7. PRINCIPAL'S REPORT – Circulated and taken as read

7.1 Mr O'Grady paid tribute to Mr Colin O'Connell, a popular and long-standing member of our property team for nearly 40 years, who died recently. His funeral will be well attended by current and ex-staff of Rathkeale.

7.2 Mr O'Grady acknowledged the huge success of the Christmas Fete, run by the Friends of Rathkeale College. The hard work done last year by the committee meant the smooth running of the event this year.

ACTION: A letter of thanks from the Board will be sent to the Friends of Rathkeale College committee.

7.3 Mr O'Grady spoke to the document providing details of the 1st XV Rugby tour to South Africa in March 2025.

7.4 Clarification was sought by members of the board on the safety and security measures for this trip and provision of insurance. The tour company should provide more information once the numbers are confirmed, and deposits paid. It was agreed that the board would give approval for the planning of the trip to continue but would like to see further information before giving the final sign off.

Resolved: *"Rathkeale College Board of Trustees approves the following overnight/high risk trips."*

- **Condor Secondary Schools Sevens Tournament**
- **1st XV pre-season tour to South Africa in March/April 2025, subject to final Health & Safety information, RAMS, and travel/medical insurance information provided to the board by 1st February 2025.**

DONWORTH/BROOM

7.5 Mr O'Grady read an email from the Rathkeale accountant to provide information to assist the Board ratifying the Statement of Budgeted Cashflow 31.12.2024 and the Statement of Budgeted Position 31.12.24. Both Statements remain unratified after discussions at two previous board meetings. There was further discussion around this, but the board's decision remains not to ratify these statements.

ACTION: The board requests that the Mr Broom and the school accountant meet with the auditors to raise their concerns around best practice, so they are not in the same position next year.

7.6 Mr O'Grady spoke to the Draft Budget 2025 v3 as circulated. There have been some minor changes made to the previous version, which results in a reduced forecast deficit of \$128,000.

ACTION: The board requests a forecast cash flow for the end of January 2025.

Resolved: *"That the Draft Budget 2025 v3 as circulated be accepted, noting that there has been insufficient time to review it in detail."*

OWEN
Carried

Resolved: *"That the Principal's Report as tabled be accepted."*

WAILLING/BROOM
Carried

8. TEACHER TRUSTEE REPORT - Verbal

- 8.1 With senior students on Study Leave, many staff have been undertaking Professional Learning Development.
- 8.2 Staff were very happy with the Country Calendar episode and how students, staff and Rathkeale were portrayed.
- 8.3 Mrs Lucy Hepburn has been helping out at Hadlow, covering music lessons after their music teacher sadly passed away.
- 8.4 Junior boys are sitting their exams and teachers of core subjects will have a considerable marking load.
- 8.5 There is a move to return to pen and paper for juniors next year.
- 8.6 Many staff are involved in the end of year activities for juniors.
- 8.7 It has been good to have Mrs Maxine Hartley return from illness. However, staff have been sad to hear of Mrs Ali Boyd's injury.

9. STUDENT TRUSTEE REPORT – Verbal

- 9.1 The Senior College prizegiving was a success, acknowledging student achievement.
- 9.2 A large group of students volunteered to help in many areas at the fete.
- 9.3 Students have participated in tennis and chess tournaments recently. The chess team came third.
- 9.4 The Year 13 Melbourne Cup and Year 10 Market Day was a highlight of the calendar.
- 9.5 Students on study leave have been attending tutorials offered by teachers.
- 9.6 The junior boys are looking forward to activities and tabloid sports.

10. GENERAL BUSINESS –

- 10.1 Mr Owen asked board members to consider the structure of meetings for 2025.

11. IN COMMITTEE MEETING

The Board agreed to move "In Committee" at 7.35pm to discuss Rathkeale College Board of Trustees re Proprietor Responsibilities.

Resolved: "That in terms of Section 48 of the Local Government Official Information and Meeting Act 1987, the public and press be excluded."

OWEN
Carried

Resolved: "That the Board move out of Committee at pm

OWEN
Carried

Meeting closed at 9.45pm

Chair: _____



NEXT MEETING DATE

5.00pm Wednesday 11 December

In person

Prayer: Mr M Owen