

Riwaka School Board of Trustees



Agenda: Tuesday 04 November, 2025, 6.00pm - 8:00pm

Attendees: Morag Ingram (Presiding Member), Adele Lidgard (Principal), Claire Brownlie, Jane Corston, Shay Gill, Stevee Rhind (Staff trustee), Tim Norman

Location: Riwaka School

Number	Item	Time
1.	School Karakia <i>Whakaarohia rawatia He papa kainga ki te katoa Pakeke, rangatahi Kia kimihia Kia karawhiua Kia maharangia Kia ekea paingia Kia pūrākaungia</i>	6.00 <i>Imagine a place where everyone belongs A place for young and old A place for discovery A place full of activity A place to remember the past and welcome the future A place that tells Our Story</i>
2.	Welcome - Apologies - Permission for Recording - Recording via Apple Notes (for accuracy of minutes) - Previous minutes	6.02
3.	School Vision and Strategic Plan 2026-2028 + 2026 Annual Plan <u>Purpose:</u> Opportunity for Principal to share the work of the previous Board, whānau and staff contributed to the new draft Strategic plan. Presented to the new Board for review and comment, prior to being released formally to the school community.	6.10
4.	Sub-Committees of the Board <u>Purpose:</u> Discussion on overall make up of Board sub-committees; plus initial allocation to Board members. - Finance - existing - Property - existing - Personnel - existing - School Policies - existing - Community Fundraising - proposed	6.30

5.	School Docs <u>Purpose:</u> To provide information on how to access SchoolDocs and review the policies online - termly review cycle	6.45
6.	Principal's Report <u>Purpose:</u> Questions arising from the operational report covering the previous period. Tabled as read.	7.00
7.	General Business - September 2025 Financial report - Christmas Fair, 29 November - Confirm 2026 dates for meeting time - Motion to accept consent items (see 11. below)	7.15
8.	Public Excluded Meeting (In Committee)	7.30
9.	Meeting evaluation <u>Purpose:</u> Round table self- and collective evaluation of meeting. - Good: What worked well about our meeting today? - Tricky: What was difficult, unclear, or could have gone better? - Next: What could we do differently next time?	7.50
10.	Close and Karakia Whakamutunga <i>Kia whakairia te tapu</i> <i>Kia wātea ai te ara</i> <i>Kia turuki whakataha ai</i> <i>Kia turuki whakataha ai</i> <i>Haumi e. Hui e. Tāiki e.</i> <i>Restrictions are moved aside</i> <i>So the pathways are clear</i> <i>To return to everyday activities.</i>	8.00

11.	Consent items <i>Consent agenda items are routine or informational matters that do not usually require a discussion. They are bundled and approved in one motion unless a member requests that an item be moved to the main agenda for discussion.</i>
11.1	Correspondence: Inwards / Outwards
	 Correspondence November
11.2	Record of unanimous decision passed electronically to close school on 23 October, due to low staffing levels during strike action.

Next meeting: Tuesday, 2 December 2025, 6.00-8.00pm