

*Minutes of a meeting of the Board of Trustees of Pukekohe High School
held at 6pm on Monday 29th August 2011 in the Staff Room*

SECTION A: ADMINISTRATION

A1 Willy opened the meeting at 6.03pm

SECTION B: MATTERS FOR DISCUSSION

B1 Finance Report

B2 Board Planning and Review

SECTION C: MATTERS FOR DECISION

C1 Trips & Activities

C2 Sale of Glasgow Road

SECTION D: INFORMATION REPORTS

D1 Principals Information Report

SECTION E: GENERAL BUSINESS

SECTION F: MEETING REVIEW AND PLANNING

SECTION G: DISCRETIONARY TIME

Section A: ADMINISTRATION

(a) Present

*The following members were present at the meeting.
John, Willy, Tom, Lindsey, Michael (6.07pm), Ian.*

Apologies: Alice, Angela.

Visitors: Peter Mathias, Nathan Ngatai, Des Logan (6.15pm)

(b) General Business

The following additional items were proposed for discussion under General Business.

Two Disciplinary Issues – request to go into Committee at the conclusion of the general business section of this meeting.	10
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(c) Meeting Timetable

The above adjustments were made to the meeting timetable.

(D) Timekeeper

The time keeper for the meeting was Willy

(E) Declarations of Interest

There were no Declarations of Interests in respect of agenda items

(F) Correspondence

Members were invited to view the correspondence folder

(G) Minutes

The following minutes were presented for approval

Date of Meeting	Board/Committee
1 st August 2011	Board of Trustee Meeting

Willy/Lindsey

Carried

BOT/29082011/001

(i) Items for Approval

Activity/Event	Approval
Overnight and / or potentially hazardous activities for meeting of 29 August 2011	
<i>☞ Duke of Edinburgh Tramp. Bronze Group (20). 2 days. Pinnacles, Coromandel. Depart 9am Sunday 9 October, return 1.00pm Monday 10 October</i>	
<i>☞ Duke of Edinburgh Tramp. Bronze Group (12). 2 days. Pinnacles, Coromandel. Depart 9am Monday 17 October, return 1.00pm Tuesday 18 October</i>	
<i>☞ Year 13 Outdoor Education trip. Solo Survival (28). 2 days. Lower Mangatawhiri Campsite (Hunua Ranges). Depart 9am Thursday 15 September, return 2pm Friday 16 September.</i>	

THAT the administration items on this agenda are accepted.

Willy

Carried

BOT/29082011/002

Section B: MATTERS FOR DISCUSSION

B1 Finance Report

The report was received.

Willy
Carried

BOT/29082011/003

B2 Board Planning and Review

A sub-committee including Angela, Ian and Willy will prepare a report for tabling at the next board meeting.

Section C: MATTERS FOR DECISION

C1 Trips and Activities

That the board approves the Electronic Resolution approving the Activity and Events Schedule dated 1st August 2011. The resolution was unanimous.

**Lindsey/Michael
Carried**

BOT/29082011/004

Members commented on the excellent quality of the forms now being used and requested it be passed on to the staff members concerned.

C2 Sale of Surplus Land

Following discussion it was agreed to make contact with the boundary neighbour on Glasgow Road and providing there is still an expression of interest it was agreed **THAT** the board approves Opus Ltd to undertake a feasibility report, as required by the MOE for the disposal of land located at Glasgow Road and agrees to the fee structure of between \$3200 & \$3500.

**Willy/Michael
Carried**

BOT/29082011/005

Section D: INFORMATION REPORTS

D1 Principal's Information Report

THAT the Principals Information Report is accepted.

**Willy
Carried**

BOT/29082011/006

During the Principals report the meeting adjourned at 7.04 so Ian & Michael could address a prize-giving ceremony being held in the school hall. Meeting resumed at 7.22pm.

10YP Property Update – Alan Milne's report was received and is to be read in preparation of a meeting to be arranged with Alan. Board member to be advised as soon as possible.

The board expressed commendation to all students and staff involved in the record of achievements detailed in the School Events/Activities portion of the Principals report.

The board expressed its concern over Maori absenteeism statistics in the 'Attendance Report' and requested Tom arrange an opportunity for the board to be invited to attend the local Marae.

Section E: GENERAL BUSINESS

E1 Disciplinary Issues

That the board moves Into Committee to protect the confidentiality of a disciplinary issue involving students 7.37pm.

Ian/Michael
Carried

BOT/29082011/007

All visitors left the meeting.

That the meeting moves Out of Committee **at 7.50pm**

Ian/Michael
Carried

BOT/29082011/010

Section K: OTHER MATTERS

There being no further matters the meeting closed at 7.50pm

Chairperson

Date

Next Meeting Monday 26th September 2011