



MINUTES

NOTICE OF MEETING 2020

**A meeting of the Pukekohe High School Board of Trustees
will be held at 6 pm on 17th August 2020 via ZOOM**

- 1. Karakia Opened the Meeting at 6.02pm by Ruiha Bhana-De Thierry**
- 2. Present:** Ben Stallworthy (Board Chair), Rani Amaranathan (Deputy Chair), Stacey Paewai, Lincoln Sharp, Simon Williams, Lita Henwood, Ruiha Bhana-De Thierry, Richard Barnett (Principal), Gerard Tindling (Secretary), Denis Murphy (Business Manager) Jessica Finlay (Principal's Secretary)

3. Apologies Nil

4. Declarations of interest. Nil

5. Confirmation of previous minutes

Minutes of the Pukekohe High School Board of Trustees dated 20th July 2020 have been circulated to all trustees.

Moved from the Chair:

"That the previous minutes be a true and accurate record."

Carried

6. Correspondence.

New Zealand School Trustees Association (NZSTA) election information (*to be discussed later in the agenda*)

Education Review Office (ERO) confirmation of review dates. (*to be discussed later in the agenda*)

Two resignations have been tabled. Stacey Paewai Parent Rep and Robert Cooper Staff Representative.

Moved from the Chair:

"Thank Stacey for her work on the Board and we wish her all the best."

Seconded: Simon Williams
Carried

7. Extraordinary business.

Moved from the Chair:

"We will discuss two items of extraordinary business in committee."

Carried

8. Financial report

Lincoln Sharp moved:

"That we accept the July Financial Report."

Seconded: Stacey Paewai

Carried

9. Items for decision

Moved from the Chair:

"That we move Item B 'ERO Review' to the Top of the Agenda."

Carried

A) ERO Review

Moved from the Chair:

"That the Board meet with the SLT on the 29th of August to work through our response to the ERO Review."

Seconded: Rani Amaranathan

Carried

B) School Policy Review

Resolutions:

Simon Williams moved:

"That the Board change the name in the governance Kupapa Section C pt 2 from Personnel Committee to HR Sub-Committee."

"That we endorse the Credit Card Policy, Sensitive Transaction Policy and Theft and Fraud Prevention Policy for consultation."

"In an instance where the Board votes to accept a new policy it shall immediately supersede the existing equivalent policy prior to the vote."

Seconded: Denise Proctor

Carried

C) International Student's Policy

Moved from the Chair:

"That the Pukekohe High School Board of Trustees supports the continuation of the international student programme for 2021"

Carried

D) Donations Policy

Moved from the Chair

"That the Pukekohe High School Board of Trustees opts into the school donation scheme for 2021."

Carried

E) Support for Property Planning

Moved from the Chair

"That the PHS BOT notes the offer of support with the property development programme made by Ms Amelia Linzey gratefully accepts it and asks that any information shared with School by the Ministry of Education or their contractors is also made available to Ms Linzey so that she supports the BOT's consideration"

Carried

F) Application for Charitable Funds

Moved from the Chair

"That the Pukekohe High School Board of Trustees fully supports the funding application to the Grass Roots Trust for fencing around the new Astro turf courts to the amount of \$50,000."

Carried

G) Trustee Mid-Term Elections

Moved from the Chair

"That the Pukekohe High School Board appoints Gerard Tindling as Returning Officer for the following elections:

- *Staff trustee*
- *Student trustee*
- *Parent trustees."*

Carried

10. Information Items

A) Principal's Report

The Principal moved:

"That the Board accepts the Principal's Report."

Seconded: Lita Henwood
Carried

B) Out of Zone Students

The Principal briefed the Board on potential upcoming issues around out of zone enrolment and the high number of applications now occurring.

C) Student Trustee's Report

Ruiha Bhana-De Thierry moved:

"That the Board accepts the Student Trustee's Report."

Seconded: Denise Proctor
Carried

D) Health and Safety Report

The Principal moves:

"That the Board accepts the Health and Safety Report."

Seconded: Lita Henwood
Carried

11. Confidential Items – 4

Moved from the Chair:

"The Board move into committee to discuss the confidential items"

Carried

727 pm move into committee