



Minutes of the meeting of the Board of Trustees of Pukekohe High School held at 6.00pm on Monday 9th December 2019 in the Staffroom

1. Karakia Opened the Meeting. Meeting starts at 604pm

2. Present:

Ben Stallworthy (Board Chair) , Rani Amaranathan, Denise Proctor, Stacey Paewai, Lincoln Sharp, Simon Williams, Richard Barnettt (Principal), Gerard Tindling (Secretary)

3. Apologies:

Ruiha Bhane-De Thierry, Martin Bennett and Peter Mathias

Moved from the Chair *“That we accept those apologies.”* **Carried**

4. Declarations of Interest

Nil

5. Confirmation of previous minutes

Minutes of Pukekohe High School Board of Trustees meeting dated 11th November 2019 were circulated to all trustees before the meeting.

Moved from the Chair *“That the minutes are a true and correct record of the last meeting.”* **Carried**

6. Correspondence

Nil

7. Extraordinary Business

Nil

8. Financial Report

The Financial Report was circulated prior to the meeting to all board members and Lincoln Sharp spoke to the report

Lincoln asked to circulate October financial figures from Business Manager addendum

Resolution:

“That the report be received.”

Proposed: Lincoln Sharp
Seconded: Denise Proctor

Carried

Resolution:

Moved from the Chair “*That the BOT form a finance subcommittee of Lincoln Sharp, Principal, Stacey Paewai.*” **Carried**

“*That the finance subcommittee is delegated by the board to conduct a review on financial policy and procedures of school.*” **Carried**

9. Items for Decision

A. Co-option of Pasifika Representative

In November Lita Henwood met the Trustees and has stated that she is willing to accept appointment onto the Board.

Resolution:

Moved from the Chair “*That Lita Henwood be appointed as a co-opted Pasifika representative.*” **Carried**

B. School Policy Review Programme – EAP Policy and Professional Learning

See Attachment B.

Resolution:

“*That the Professional Learning Procedure is left as a management decision*”

Proposed: Rani Amaranathan
Seconded: Simon Williams
Carried

Resolution:

Moved from the Chair “*That we leave a decision on EAP policy till 2020.*”
Carried

10. Information Items

A) Guidance Report

A report is provided as Attachment C

Resolution:

Moved from the Chair “*That we accept the Guidance Report.*” **Carried**

B) Principal's report

Refer [Link](#)

Resolution:

"That we accept his Principal's Report."

Proposed: The Principal
Seconded Lincoln Sharp
Carried

C) Support Staff Review Update

The Principal will provide a verbal brief regarding the review.

Resolution:

Moved from the Chair *"That we accept the Verbal Report."* **Carried**

Resolution:

"HR Sub Committee is tasked to undertake a formal review of Workplace Welfare"

Proposed: Lincoln Sharp
Seconded: Stacey Paewai
Carried

D) Basketball Academy

A report is provided as Attachment D

Resolution:

Moved from the Chair *"That Board supports the proposal in principle and asks the Principal to work with Franklin basketball to create a draft MOU and report it back to the board."* **Carried**

E) Health and Safety

A report is provided as Attachment E.

Resolution:

"That the Health and Safety Report be received"

Proposed The Principal
Seconded Simon Williams
Carried

F) Strategic Planning

A report is provided as Attachment F

Discussion on Strategic Planning took place

In Committee Items – 5

Karakia- Denise Proctor

Meeting closes at 837pm

Chair _____ Date _____