



# MINUTES

**A meeting of the Pukekohe High School Board of Trustees  
was held at 6 pm, 19 April 2021 in the Staffroom**

## OPEN MEETING

**Present:** Ben Stallworthy (Chair), Lincoln Sharp, Lita Henwood, Logan Soole, Simon Williams, Celeste Nyatsanza, Richard Barnett (Principal), Denis Murphy (Business Manager), Jessica Finlay (Board Secretary) and Rani Amaranathan (late)

### Apologies

1. Apologies were received from Laura Abbott and Rachel Hamlin

2. **Student Presentation - The Hoodie Crew**

Antonia Wilcox, Denny Daly, Murphy Liefing, Zoe de la Rey and Phoebe Sirett

Resolution:

*That the PHS Board of Trustees approve adding the presented 'House Hoodie' sweatshirt to the PHS uniform commencing Term 2, 2021.*

### Declaration of Conflict of Interest

3. Rani Amaranathan declared COI regarding the item on Uniform.

4. **Confirmation of Previous Minutes**

Minutes of the Pukekohe High School Board of Trustees dated 19 March 2021 have been circulated to all Trustees

Logan Soole moved:

*"That the Pukekohe High School Board of Trustees do not accept the February minutes as a true and accurate record of that meeting. They are to be corrected and re-circulated."*

**Seconded: Ben Stallworthy  
Carried**

5. **Correspondence**

Nil

6. **Extraordinary Business**

Nil

7. **Standing Items**

- 7.1 **Financial Report**

Lincoln Sharp moved:

*"That the Pukekohe High School Board of Trustees accept the March Financial Report."*

**Seconded:** Simon Williams  
**Carried**

**7.2 Principal's Report**

The Principal moved:

*"That the Pukekohe High School Board of Trustees accepts the Principal's Report"*

**Seconded:** Simon Williams  
**Carried**

**7.3 Property, Health and Safety Report**

The Principal moved:

*"That the Pukekohe High School Board of Trustees accepts the Property, Health and Safety report"*

**Seconded:** Logan Soole  
**Carried**

**7.4 Student Representative Report**

The Student Representative moved:

*"That the Pukekohe High School Board of Trustees accepts the report"*

**Seconded:** Denise Proctor  
**Carried**

**7.5 Staff Representative Report**

Nil

**8. Items for Decision**

**8.1 BOT Work Programme 2021**

The Chair moved:

*"That the Pukekohe High School Board of Trustees accepts the BOT work programme for 2021 as tabled, with the addition of the Policy reviews"*

**Seconded:** Lincoln Sharp  
**Carried**

**8.2 PHS Policy Review**

Simon Williams moved:

*"That the Pukekohe High School Board of Trustees accepts and adopts the following policies:*

- *Credit Card Policy*
- *Staff Device Policy*
- *Student Device Policy*
- *Enrolment Policy"*

**Seconded:** Denise Proctor  
**Carried**

The Chair moved:

*"That the tabled Uniform Policy will come back to the May meeting with additional points including expectations, adherence and consequences, and clarity around hoodies, sports/music uniforms."*

**Seconded:** Lita Henwood  
**Carried**

**8.3 School Van Report**

Logan Soole moved:

*"That the Pukekohe High School Board of Trustees accepts the tabled report and approve a follow up report for the May meeting."*

**Seconded:** Celeste Nyatsanza  
**Carried**

(Rani Amaranathan arrived 7.07pm)

**9. Items for Information**

**9.1 PHS Student Uniform**

Dennis Murphy moved:

*“That the Pukekohe High School Board of Trustees accepts the tabled report.”*

**Seconded: Ben Stallworthy**

**Carried**

**9.2 Truancy Report**

The Chair moved:

*“That the Pukekohe High School Board of Trustees accepts the tabled report and supports ‘Future Action Points’ 1 – 5 for Principal’s action”*

**Seconded: Rani Amaranathan**

**Carried**

The Chair proposes:

*“That the Pukekohe High School Board of Trustees authorises Logan Soole to work with Principal and SLT and key community groups including NZ Police, Business Association, Blue Light, Franklin Truancy Services and Iwi to develop an inter-agency plan to address truancy at PHS.”*

**Seconded: Denise Proctor**

**Carried**

Moved from the Chair:

*“That the Pukekohe School Board of Trustees move into committee to discuss the confidential items”*

**Carried**

**10. Meeting Closed 7.51pm**

**Next Meeting: 6pm Monday 17 May 2021**