



MINUTES

**A meeting of the Pukekohe High School Board of Trustees
was held at 6 pm, 13 December 2021 via zoom**

OPEN MEETING

Present: Ben Stallworthy (Chair), Logan Soole, Lita Henwood, Richard Barnett (Principal), Celeste Nyatsanza, Lincoln Sharp, Simon Williams, Rani Amaranathan (Deputy Chair), Denis Murphy (Business Manager), Rachel Hamlin (Associate Principal), Denise Proctor

1. Apologies

Laura Abbott

2. Declaration of Conflicts of Interest

Nil

3. Confirmation of Previous Minutes

Minutes of the Pukekohe High School Board of Trustees dated 13 November 2021 have been circulated to all Trustees.

Moved from the Chair:

“That the Pukekohe High School Board of Trustees accepts the November minutes as a true and accurate record of that meeting.”

Carried

4. Correspondence

Nil

5. Extraordinary Business

Nil

6. Standing Items

6.1 Financial Report

Simon Williams moved:

“That the Pukekohe High School Board of Trustees accept the financial report.”

Seconded: Lita Henwood

Carried

6.2 Principal’s Report

The Principal moved:

“That the Pukekohe High School Board of Trustees accept the Principal’s report

Seconded: Simon Williams

Carried

6.3 Property, Health and Safety Report

The Principal moved:

“That the Pukekohe High School Board of Trustees accept the Property, Health & Safety Report.”

Seconded: Rani Amaranathan
Carried

6.4 Student Representative Report

A verbal report was received.

Moved from the Chair:

“That the Pukekohe High School Board of Trustees thank Celeste Nyatsanza for her hard work, humour and maturity during an especially difficult year.”

Carried

6.5 Staff Representative Report

Nil

7. Items for Decision

7.1 2019 Audit

Lincoln Sharp moved:

“The Pukekohe High School Board of Trustees send requested information to the auditors so that the 2019 audit can be completed.”

Seconded: Lita Henwood
Carried

Lincoln Sharp moved:

“That the Pukekohe High School Board of Trustees review the appointment of the school’s auditors for the next three years.”

Seconded: Ben Stallworthy
Carried

Lincoln Sharp moved:

“That the Pukekohe High School Board of Trustees accept the proposed budget for 2022.”

Seconded: Simon Williams
Carried

7.2 BOT 2022 Meeting Dates

The Chair moved:

“That the Pukekohe High School Board of Trustees accepts the proposed meeting dates for 2022.”

Seconded: Denise Proctor
Carried

7.3 Principal Delegations

The Chair moved:

“That the Pukekohe High School Board of Trustees records that Rachel Hamlin is appointed Acting Principal while the Principal is on sabbatical in Term 1, 2022. That delegation ceases on his return or earlier by resolution of the Board.”

Seconded: Logan Soole

Carried

Moved from the Chair:

“That the Pukekohe High School Board of Trustees records that items 7.1, 7.2 and 7.3 were discussed before returning to item 6.2.”

Carried

8. Items for Information

8.1 Student Trustee Election

The chair moved:

“That the Pukekohe High School Board of Trustees noted that due to COVID restrictions appointment of a Student Trustee has not been made and will not be until early 2022.”

Seconded: Simon Williams

Carried

The Chair moved that the board move into committee 6.45pm

Carried

Meeting closed with karakia 7.10pm

Next Meeting: February 14th 2022