



# MINUTES

## A meeting of the Pukekohe High School Board of Trustees was held at 6 pm, 16 May 2022

### OPEN MEETING

**Present:** Ben Stallworthy (Chair), Logan Soole, Lincoln Sharp, Richard Barnett (Principal), Rachel Hamlin (Associate Principal), Tyler Chapman, Catherine Tamihere, Denis Murphy (Business Manager), Simon Williams, Denise Proctor

#### 1. Apologies

Rani Amaranathan  
Lita Henwood

#### 2. Declaration of Conflicts of Interest

Nil

#### 3. Confirmation of Previous Minutes

Minutes of the Pukekohe High School Board of Trustees dated 02 May 2022 have been circulated to all Trustees.

Moved from the Chair:

*“That the Pukekohe High School Board of Trustees accepts the 2 May 2022 minutes with the following amendment as a true and accurate record of that meeting:*

*‘That the Principal of Pukekohe High School and Logan Soole from the Board of Trustees approach Counties Power on behalf of the Board of Trustees to investigate that organisation’s ability to support or sponsor the use of renewable power supplies and report back to the Board’*

*Ammended to read:*

*‘That the Principal of Pukekohe High School and Logan Soole from the Board of Trustees to approach Counties Power on behalf of the Board of Trustees to investigate that organisation’s ability to support or sponsor the use of renewable power supplies and report back to the Board’*

**Carried**

### **3.1 Pukekohe High School Governance Kaupapa**

A written progress report was provided.

Moved from the Chair:

*“That the Pukekohe High School Board of Trustees accept the Governance Kaupapa Update report.”*

**Carried**

### **4. Correspondence**

Nil

### **5. Extraordinary Business**

Nil

### **6. Standing Items**

#### **6.1 Financial Report**

Lincoln Sharp moved:

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

**Seconded:** Denise Proctor

**Carried**

#### **6.2 Principal’s Report**

The Principal moved:

*‘That the Pukekohe High School Board of Trustees accept the Principal’s report.’*

**Seconded:** Ben Stallworthy

**Carried**

#### **6.3 Property, Health and Safety Report**

Richard Barnett moved:

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

**Seconded:** Simon Williams

**Carried**

#### **6.4 Student Representative Report**

Tyler Chapman moved:

*“That the Pukekohe High School Board of Trustees accept the written Student Representative Report.”*

**Seconded:** Denise Proctor

**Carried**

## **6.5 Staff Representative Report**

Catherine Tamihere moved:

*“That the Pukekohe High School Board of Trustees accept the written Staff Representative Report.”*

**Seconded:** Ben Stallworthy

**Carried**

**Denis left the meeting 6.31pm**

## **7. Items for Decision**

### **7.1 Policy Programme Report**

Simon Williams moved:

*‘That the Pukekohe High School Board of Trustees accepts the ‘Responsibilities of the Principal’ policy.’*

**Seconded:** Lincoln Sharp

**Carried**

Recommendation

*The Board Chair moved:*

*‘That the Pukekohe High School Board of Trustees endorses the Pukekohe High School Policy Structure.’*

**Seconded:** Lincoln Sharp

**Carried**

### **7.2 BOT Triennial Election**

The Chair moved:

*‘That the Pukekohe High School Board of Trustees authorise MySchoolElection as the Returning Officer for the Triennial Board Elections in September.’*

*‘That the Pukekohe High School Board of Trustees agree to hold the election on the date recommended by NZSTA which is Wednesday 7 September 2022’*

**Seconded:** Richard Barnett

**Carried**

## **8 Items for Information**

**Nil**

The Chair moved that the board move into committee 6.41pm

**Carried**

**Meeting closed with a karakia 8.12pm**

**Next Meeting:** Monday 13 June 2022