

PALMERSTON NORTH GIRLS' HIGH SCHOOL

**MINUTES OF A BOARD OF TRUSTEES' MEETING HELD IN THE CONFERENCE ROOM,
28 JULY 2020 AT 5.30PM**

PRESENT: Brett Calkin (Chair), Victoria Jakobs, James Lovegrove, Kim Penny, Jo Rata, Karen Sinclair and Tracy Walker.

APOLOGIES: Grace Fakahau and Victoria Jakobs (for early departure)

IN ATTENDANCE: Troy Gerbich and Penny Odell.

ACTION PLAN

It was proposed that all current policies be sent out to Trustees to review and comment. Tracy would approach some members to be part of a working group to further revise and develop any new policies.

All other actions are ongoing.

CONFIRMATION OF MINUTES:

Resolved: that the minutes of the meeting held on 24 June 2020 be taken as read and confirmed.

(B Calkin)

CORRESPONDENCE:

Correspondence was tabled from Cornerstone Christian School regarding their application to change the zone. The Board had no objections to this.

Resolved: that the Board support the Music Department's application to The Page Trust for \$7950 for performance uniforms.

(B Calkin)

Resolved: that the inward correspondence be received and that the outward correspondence be noted.

(K Sinclair / T Walker)

STRATEGIC REVIEW:

Not considered.

BUSINESS MANAGER'S REPORT:

Troy Gerbich spoke to the report.

Finance Report:

Some impacts of COVID-19 are starting to show and some things on investment won't be as high as we have had in the past.

Property Report:

There will be a school lockdown drill on Friday 31 July, and it was noted a lot of work is done for the drill to happen. An application had been put to the PTA to supply emergency buckets for each classroom in case of a real lockdown/emergency.

A quote had been received for the upgrade of the kitchen in the Caretakers house. It was noted that not much money had been spent on the home over time and the upgrade was considered necessary.

Resolved: that the Caretaker's kitchen receive an upgrade up to the value of \$12,500 +GST.

PNCC had advised that submissions regarding Huia Street Reserve were to be heard on Wednesday 12 August and the Business Manager would be speaking. He would advise Trustees of the time allocated.

The Finance and Property Committee had met on 8 July and it was noted there was a lot of work coming up, especially the work around Stephens Block that would be quite disruptive for approximately 18 months.

Health and Safety Report:

Nothing further to add.

Resolved: That the Business Manager's report and monthly financials be approved.

(B Calkin)

PRINCIPAL'S REPORT:

Tracy Walker spoke to the Principal's report.

In discussion on the survey results it was noted that students not only missed the interaction with their classmates but also the teachers. Communication to parents during lockdown proved difficult and the schooled has changed email host to assist with this.

It was suggested that it would be worth testing the lesson learned, like the lockdown drill, where students and teachers could work from home for a certain period of time.

The Board did not meet during lockdown but the meetings could have taken place via zoom.

Centennial celebrations are planned for 24 September 2020 between 10am and 1pm.

Resolved: That the Principal's report be adopted.

(T Walker/B Calkin)

STUDENT REPRESENTATIVE REPORT:

There was no Student Representative report

GENERAL BUSINESS:

PNGHS Trust Report

James advised that the AGM of the Trust would be held on 29 July 2020.

Victoria Jakobs left the meeting at 6.35pm

The meeting moved into 'In-Committee' at 6.56pm

The meeting moved out of 'In-Committee' at 8.03pm

The public meeting closed at 8.03pm

Date of Next Meeting: 25 August 2020

Read and Confirmed:

Date:

Chairperson