

PALMERSTON NORTH GIRLS' HIGH SCHOOL
MINUTES OF A BOARD OF TRUSTEES' MEETING HELD IN THE CONFERENCE ROOM, 24 JUNE 2020 AT
5.00PM

PRESENT: Brett Calkin (Chair), Grace Fakahau, James Lovegrove, Kim Penny, Karen Sinclair and Tracy Walker.

APOLOGIES: Victoria Jakobs

IN ATTENDANCE: Troy Gerbich

CONFIRMATION OF MINUTES:

Resolved: that the minutes of the meeting held on 26 May 2020 be taken as read and confirmed.

(K Penny/ K Sinclair)

MATTERS ARISING:

Kim raised the topic of Teacher registrations and sought clarification on what was decided last meeting. A straw poll was conducted at the time to give an indication whether the Board supported continuing to subsidise in light of the 110% increase in fees. This matter was deferred until the August meeting with some more clarification to be presented after reports via media have suggested the Ministry is prohibiting Schools paying them on behalf of Teachers.

Actions: Tracy to investigate legalities and appropriateness and present at August meeting.

Actions: Troy to present financial impact if the Board decided to continue subsidising teacher registrations.

INWARD CORRESPONDENCE:

Email from Veronica Stevens MoE dated 21 June 2020 confirming the approval and release of \$400k from existing 5YA plus \$150k from School Investment package (SIP) to fund installation of school wide AC Units.

Resolved: that the inward correspondence be received

(B Calkin/K Penny)

OUTWARD CORRESPONDENCE: Nil

STRATEGIC REVIEW: Not considered.

BUSINESS MANAGER'S REPORT:

Troy Gerbich spoke to the report.

Finance Report:

Property Report:

Health and Safety Report:

(K Penny/K Sinclair)

PRINCIPAL'S REPORT:

Tracy Walker spoke to the Principal's report. Tabled as read.

Resolved: That the Principal's report be adopted.

(T Walker/J Rata)

STUDENT REPRESENTATIVE REPORT:

Grace presented her report.

(G Fakahau/B Calkin)

GENERAL BUSINESS:

PNGHS Trust Report

James advised the Trust held a meeting on 16 June. Discussions around the new scholarship and timelines. James is looking forward to this years' interviews. AGM set for 26 July 2020. Might need to change as it clashes with PNGHS Board meeting.

PNGHS have been advised to set up a bank account outside of Forsyth Barr.

Taken as verbal report.

(J Lovegrove/B Calkin)

Policy Review

Brett spoke in general to school policies and the Boards role in endorsing, reviewing and reporting on them.

Some policies require reviewing more often than others, ie. Fraud Policy (review 3 yearly).

Tracy suggested to the Board that it might be timely for them to invite a member from NZSTA to come and assist/facilitate a review and update our current policy/procedure manual. It was suggested to separate the policies from the procedures out of the current Staff Handbook. The current "Staff Handbook" is a 140 page document that is often difficult to navigate.

Action: Tracy to contact NZSTA with a view to getting a quote to facilitate a review of the current policies.

Grace Fakahau left the meeting.

The meeting moved into 'In-Committee' at 6.32pm

The meeting moved out of 'In-Committee' at 7.19pm

The public meeting closed at 8.05 pm.

Date of Next Meeting: 28 July 2020

Read and Confirmed:

Date:

Chairperson