

PALMERSTON NORTH GIRLS' HIGH SCHOOL

**MINUTES OF A BOARD OF TRUSTEES' MEETING HELD IN THE CONFERENCE ROOM,
26 MAY 2020 AT 5.00PM**

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

APOLOGIES: Jo Rata

IN ATTENDANCE: Troy Gerbich and Penny Odell.

ACTION PLAN

Tracy reported that we are managing International Student numbers with what we have and that the current COVID scenario will have some downturn effect moving forward.

CONFIRMATION OF MINUTES:

Resolved: that the minutes of the meeting held on 25 February 2020 be taken as read and confirmed.

(K Penny/ G Fakahau)

CORRESPONDENCE:

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

(B Calkin/K Penny)

STRATEGIC REVIEW:

Not considered.

BUSINESS MANAGER'S REPORT:

Troy Gerbich spoke to the report.

Finance Report:

In response to a question from Grace, asking if there is a fund that would be able to provide for families in need. Troy was not aware of any requests for financial assistance and none have been provided as part of COVID. All efforts were made to get chromebooks out to identified students during the lockdown period.

Property Report:

There were no matters arising from the report.

Health and Safety Report:

Ministry guidelines had been followed regarding cleaning and prior to lockdown extra measures had been put in place, such as double strength cleaning fluid. Once we reduced to level 3 cleaning staff came back in. Additional costs moving forward for items such as sanitiser and tissues in classrooms were negligible. Troy has kept a record of costs in case there is an opportunity to claim back funds in relation to COVID.

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.

It was noted additional cost for the Board paying for Teacher's certification was \$14,000 not \$1400 as in the papers.

Most international students had stayed in Palmerston North and until more information is available regarding NZ borders and international travel it is unknown what the international student education will look like in 2021.

During lockdown staff kept in contact with students and there were approximately 15 students they had particular concerns about. 94% of students are now back and work is being done with the families of those that aren't. Systems were also in place to ensure staff were looked after as well.

It was noted there are not a lot of additional costs for students currently with trips etc being cancelled.

During a discussion regarding the costs of Teachers Certification being covered by the Board, there was a mix of views if this should continue, noting payment would not take affect until 2021. A verbal poll indicated that majority of the Board would like to continue the payment in some form and that would come back for discussion.

Resolved: That the Principal's report be adopted.

(T Walker/B Calkin)

STUDENT REPRESENTATIVE REPORT:

There was no Student Representative report, due to the recent lockdown.

Grace did note that some girls had it tougher than others and that teachers had been supportive during the lockdown and kept in touch with students

GENERAL BUSINESS:**PNGHS Trust Report**

James advised that the AGM of the Trust would be held on 28 July 2020.

Arts Trip

Troy had engaged with the organisers of the 2020 Arts trip, Student Horizons. So far, they had received in excess of \$90,000 towards the trip from parents and some of this

had been already passed onto third parties, eg accommodation providers. The trip had been scheduled for September 2020 but would not be going ahead.

Student Horizons had requested a face to face meeting with the parents to look at the options available to them. The meeting would take place and then the Board would receive feedback from the parents and then decide on the immediate future of any Arts trip.

Grace Fakahau left the meeting at 7.10pm

The meeting moved into 'In-Committee' at 6.34pm

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

The public meeting closed at 7.19pm

Date of Next Meeting: 24 June 2020

Read and Confirmed:

Date:

Chairperson