

**PALMERSTON NORTH GIRLS' HIGH SCHOOL**  
**MINUTES OF A BOARD OF TRUSTEES' MEETING HELD IN THE CONFERENCE ROOM**  
**22 September 2020 AT 5.00 pm**

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

**APOLOGIES:** Jo Rata (lateness 5.15 pm)

**IN ATTENDANCE:** Troy Gerbich and Marion Bryant.

The Chairperson welcomed the new Student Rep, Ally Prasitdamrong to the meeting.

**CONFIRMATION OF MINUTES:**

**Resolved:** That the minutes of the meeting held on 25 August 2020 be taken as read and confirmed.  
(T Walker/K Sinclair)

**MATTERS ARISING FROM THE MINUTES:**

*Caretaker's House Kitchen upgrade* – Deposit paid, kitchen ordered.

*Cultural Welcome Wall* – the wall to be painted prior to stickers being added. The Multi Cultural Prefect to see T.Gerbich. Ongoing.

**CORRESPONDENCE:**

**(a) Application for funding – tabled and discussed.**

**Resolved:** that an application for funding to Pub Charity for \$6,575.95 be submitted for the Senior A Touch Team to compete at the NZSS Touch Nationals in Rotorua and the PNGHS Athletics Team to compete at the NZSS Athletics Championships in Tauranga, both from 11-13 December 2020. (B Calkin/J Lovegrove)

**Resolved:** that the inward correspondence be received. (V Jakobs /K Penny)

**(b) Annual Audited Accounts**

**Resolved:** that the 2019 Annual Audited Accounts be accepted and received. (T Walker /B Calkin)

**BUSINESS MANAGER'S REPORT:**

Troy Gerbich spoke to the report.

**Finance Report:**

Drafting Budgets for next year. Will bring draft to the November meeting.

**Property Report:**

It was agreed to hold a Property and Finance meeting next Wednesday 30 September at 10.30 am.

**Health and Safety Report:**

Five accidents reported, mostly gym accidents (ankles).

**Action:** The Chairperson asked if the Health and Safety Committee could provide an Annual Report to the Board showing trends, things we need to do.

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

(T Walker/K Penny)

**PRINCIPAL'S REPORT:**

Tracy Walker spoke to the Principal's report.

*Policies* – Tracy working on these over the holidays and aligning to the NZSTA templates. Will bring them back to the Board.

Suspensions and Māori achievement discussed.

*Learning Support Centre* – Looking at modifying this space in terms of flexibility and structure. This would allow more students and staff to work from the Achievement Centre and provide more individualised learning support.

*Sports Department* – looking at a full review in 2021. What is our vision for Sport? What do we want to achieve? Discussion.

*Year 9 2021* – 295 students enrolled. Still narrowbanding two classes next year.

*International Students* – many staying over the Christmas break. Homestays have been excellent.

**Resolved:** That the Principal's report be adopted.

(T Walker/B Calkin)

**STUDENT REPRESENTATIVE REPORT:**

Ally reported on Mock exams, Rock Da House, Sign Language and face masks.

**GENERAL BUSINESS:****PNGHS Trust Report**

James advised that the Trust interviewed students for the Scholarships last night. 14 interviewed from a total of 77 applications. The prize winners will be announced at Prizegiving.

**Resolved:** That the PNGHS Trust report be received.

(J Lovegrove/T Walker)

**Arts Tour Meeting**

A little more money has been refunded back. A complaint has been lodged with the Commerce Commission.

**Conflict of Interest – nil**

The meeting moved into 'In-Committee' at 6.57 pm

The meeting moved out of 'In-Committee' at 7.18pm

The public meeting closed at 7.18pm

**Date of Next Meeting:** 27 October 2020

**Read and Confirmed:**

**Date:**

**Chairperson**