



MINUTES

A meeting of the Pukekohe High School Board was held at 6.24pm, 15 December 2025

OPEN MEETING

Present: Simon Williams, Murray Saunders (Principal), Eleanor Reynolds (Staff Representative), Denis Murphy (Business Manager), Frans van Dorsser, Lincoln Sharp, Shawna Coleman, Meagan McAuley (Board Secretary), Lachlan Hadley (Student Representative)

Visitor: Michael King

1. Apologies

- Laiha Holliday
- Denise Proctor

Presiding member moved:

"That the Pukekohe High School Board accepts the apologies from the absent board members".

Seconded: Frans van Dorsser
Carried

2. Declaration of Conflicts of Interest

Lincoln Sharp noted his conflict of interest regarding international students.

Carried

3. Confirmation of Previous Minutes

Presiding member moved:

"That the minutes of the Pukekohe High School Board dated 17 November 2025, circulated to all Trustees are a true and correct record of the previous meeting".

Seconded: Frans van Dorsser
Carried

Michael King provided a workshop the Pukekohe High School Board members around the Board's governance responsibilities.

Michael left at 6.50pm

4. Principal's Report

Presiding member moved:

"That the Pukekohe High School Board accepts the Principal's report."

Carried

Presiding member moved:

"That the Pukekohe High School Board formally adopts the Pukekohe High School Attendance Management Plan for implementation for the start of the 2026 school year."

Seconded: Shawna Coleman
Carried

5. Financial Report

Presiding member moved:

"That the Pukekohe High School Board accepts the November financial reports."

Seconded: Lincoln Sharp
Carried

Lincoln Sharp moved:

"That the Pukekohe High School Board adopts the draft 2026 Budget and preapproves \$100,000 for fixed assets expenditure prior to 23 February 2026 Board Meeting."

Seconded: Eleanor Reynolds
Carried

6. Property Management Report

Presiding member moved:

"That the Pukekohe High School Board accepts the Property Management report."

Seconded: Eleanor Reynolds
Carried

7. Health and Safety Report

Presiding member moved:

"That the Pukekohe High School Board accepts the Health and Safety report."

Seconded: Eleanor Reynolds
Carried

8. Electronic Vote for Alternative Education 2026 Contract

On Friday 21 November the Pukekohe High School Board via electronic motion approved the Alternative Education Contract.

"That the Board approves Pukekohe High School entering into an agreement with the Ministry of Education to become the contract holding school for the Pukekohe cluster of Alternative Education."

Carried

Moved from the Chair that the board closes 7.36pm

Carried

Meeting closed with a karakia 7.37pm