



MINUTES

A meeting of the Pukekohe High School Board was held at 6.05pm, 17 February 2025

OPEN MEETING

Present: Simon Williams (Presiding Member), Rani Amaranathan (Deputy Presiding Member), Murray Saunders (Principal), Phoebe Sayer, Denise Proctor, Logan Soole via Microsoft Teams, Lita Henwood, Eleanor Reynolds, Ben Stallworthy, Denis Murphy (Business Manager)

1. Apologies

Lincoln Sharp

Presiding member moved:

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

Carried

2. Declaration of Conflicts of Interest

Nil

Carried

3. Confirmation of Previous Minutes

Rani Amaranathan moved:

"That the minutes of the Pukekohe High School Board dated 18 November 2024, circulated to all Trustees are a true and correct record of the previous meeting".

Seconded: Denise Proctor

Carried

Murray Saunders Principal now chaired the meeting.

4. Call for nominations.

4.1 Presiding Member:

Ben Stallworthy nominated Simon Williams

Rani Amaranathan seconded it.

Simon accepted the nomination.

No other nominations were received.

Murray Saunders moved:

'That Simon Williams is declared the Presiding Member of the Pukekohe High School Board.'

Seconded: Ben Stallworthy

Carried

4.2 Deputy Presiding Member

Simon Williams nominated Rani Amaranathan

Lita Henwood seconded it.

No other nominations were received.

Murray Saunders moved:

'That Rani Amaranathan is declared the Deputy Presiding Member of the Pukekohe High School Board.'

Seconded: Logan Soole
Carried

Simon Williams resumed the Presiding Member Position.

4.3 Financial Committee

Presiding member moved:

'That the Financial Committee for Pukekohe High School Board remains as Lincoln Sharp, Principal, Hester Myburgh (Deputy Principal) and Denis Murphy (Business Manager).'

Seconded: Rani Amaranathan
Carried

4.4 HR Committee

Presiding Member moved:

'That the HR Committee for Pukekohe High School Board remains as Simon Williams, Lincoln Sharp, Rani Amaranathan and the Principal.'

Seconded: Ben Stallworthy
Carried

4.5 Student Behaviour Management Committee

Presiding Member moved:

'That the Student Behaviour Management Committee for Pukekohe High School Board remains as every board member and the Principal with three board members attending the meeting unless in extreme circumstances it will be two board members.'

Seconded: Lita Henwood
Carried

4.6 Principal Delegations

Presiding Member moved:

'That the Principal Delegations for Pukekohe High School Board remains the current one. Once we change to School Docs the new document will be circulated'

Carried

5. Board Kaupapa

Presiding Member moved:

'That the Pukekohe High School Board adopts the following changes to the meeting protocols.'

- Agenda items are to be notified to the chair by 9am on the Thursday prior to the meeting.

Seconded: Lita Henwood
Carried

Logan Soole joined the meeting via Microsoft Teams at 6.25pm

6. Co-opt Board Members

Presiding Member moved:

'That Co-opt Board Members for Pukekohe High School Board remains as Lita Henwood for Pasifika Community and Denise Proctor for Māori Community until the election in September 2025.'

Seconded: Logan Soole
Carried

7. Principal's Report

Presiding member moved:

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

Seconded: Rani Amaranathan
Carried

Presiding member moved:

"That the Pukekohe High School Board accepts the 2025 Annual plan."

Seconded: Ben Stallworthy
Carried

Presiding member moved:

"That the Pukekohe High School Board accepts the strategic plan."

Seconded: Lita Henwood
Carried

8. Financial Report

Presiding member moved:

"That the Pukekohe High School Board accepts the December and January financial reports."

Seconded: Eleanor Reynolds
Carried

Rani Amaranathan moves

"That the Pukekohe High School Board agrees to sign a four-year photocopier lease with Fuji Xerox."

Seconded: Lita Henwood
Carried

9. Property Management Report

Presiding member moved:

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

Seconded: Rani Amaranathan
Carried

Presiding member moved:

"That the Pukekohe High School Board retains our position of declining Mr Charles request to build to the school's boundary."

Seconded: Rani Amaranathan
Carried

10. Health and Safety Report

Presiding member moved:

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

Seconded: Rani Amaranathan
Carried

11. Personnel

Moved by the Principal

'That the Pukekohe High School Board approves the teacher leave request.'

Seconded: Simon Williams

Carried

12. Grants

Grassroots Trust Grant

Passed by electronic vote 29 November 2024.

It was resolved that a request be made to Grassroots Trust for funding towards our Pukekohe High School Rowers accommodation in nearby Cambridge from 23 March 2025 for 6 nights for \$9,495.65 (excluding GST). This will support 30 rowers attend and compete at the Secondary Schools Maadi Cup Regatta at Lake Karapiro from 24-29 March 2025.

Four Winds Foundation Grant

Moved by the Principal

"The Pukekohe High School Board approves the grant application to Four Winds Foundation to assist students in our new Pathways Programme."

Seconded: Simon Williams

Carried

Moved from the Presiding Member that the board closes 7.38pm

Carried

Meeting closed with a karakia 7.39pm