



PENZ BOARD

Minutes of PHYSICAL EDUCATION NEW ZEALAND BOARD MEETING Cabana Room, Auckland Domestic Airport, 10 June 2012 commencing at 9.15 am

Present: Alan Ovens; Lisette Burrows; Kirsten Petrie; Harko Brown (10:15); Siobhan Harrod;
Gordon Paterson; Margot Bowes

Apologies: Nil

1.0 Minutes of previous meeting

Moved (Chair) that the Minutes of the previous Board Meeting dated 29 April 2012 be confirmed as an accurate record of that meeting. **Carried**

2.0 Matters Arising

There were no matters arising.

A GOVERNANCE DECISIONS

3.0 3.1 Financial position as at 30 April 2012

GP reported that there were no variances that were of a concern either within the revenue or expenditure lines. A final decision had to be taken regarding the national office space rent while the travel and accommodation line reflected the positive activity being undertaken by LP. This line is slightly ahead of budget and will be monitored. There was some discussion about engaging in contracts with outside partners. GP reported that the audit on the 2011 year had revealed a better than budget profit.

Actions: (1) *The Policy Committee is to develop policy guidelines relating to PENZ brand and contracting with outside partners* Harrod/Bowes **Carried**
(2) *The Board received the finance committee report as at 30 April 2012* **Carried**

3.2 Business Plan 2012

There was some discussion about the progress being made with specific reference to the Investment Schedule KPIs.

Action: *The Board received the report against the Business Plan as at 31 May 2012* **Carried**

3.3 Awards Report

MB acknowledged and thanked to all who were involved in the Awards Panels. The following awards were approved:

Outstanding Physical Education

Albany Senior High School and Mangere College

Outstanding New Professional

Nick Leask from Albany Senior High School

As Lewis Award

Rhys Vaughan -Jones from Albany Senior High School

Criteria for AS Lewis Award will be reviewed and the Committee will make recommendations to the Board. Consideration was given to the award working in with Scholarship Level essays. There is some concern about the lack of response beyond Auckland to this award.

Fellow of PENZ Awards are still to be considered by the Panel with recommendations to come later.

Te Iho-Takaro Ringawera Award

This award was discussed at some length and a decision was taken on the recipient for 2012

Action: *The Board ratified the decisions taken by the Awards Committee Panels for Awards 2012*
Carried

3.4 PENZ President and Board Member vacancies – update

AO spoke of the couple of nominations coming in. In terms of President of PENZ, LB will step into the role with the support of those who are continuing and the out-going President. LB may be away for a time and will need support in about 18-months time. Seconding of Board Members can follow the AGM. There is a need to inspire members to step up and encourage their belief in their ability to lead. Closing date for nominations perhaps needs to be reminded via website and newsletter. Succession planning was discussed.

Action: *Succession planning must feature on the strategic planning meeting agenda in August.*

Carried

B MANAGEMENT REPORT

4.0 Advocacy and Profile

4.1 Visit to the New Zealand Teachers Council (NZTC)

GP and AO spoke about their visit to meet with Barbara Benson after the Minister of Education cancelled her visit to Tauranga. Barbara Benson expressed appreciation to learn of PENZ concerns about ITE at primary level and the ability of some graduating teachers to meet the first graduating teacher standard. GD and AO were advised to suggest to other subject associations that they also speak with NZTC. Concerns will be taken forwards to the Board.

4.2 Charities Act 2005

GP spoke briefly about the letters that had gone to Finance Minister Bill English and Member for Tauranga Simon Bridges expressing concern about the possible loss of the Charities Commission with the function of that independent organisation being taken over by Department of Internal Affairs.

5.0 Governance and management

5.1 New Zealand Community Trust

GP and AO spoke about their meeting with the Trust, suggested by Trevor Garrett, in order to establish a relationship with the Trust. The paper tabled at the meeting regarding funding for a broadened advisory service working across both PE and sport within schools was discussed.

Action: *GP to circulate the concept paper to Board Members for feedback by the end of July 2012*

6.0 Professional learning

6.1 Primary workshop schedule

There was some discussion about the collaboration with Regional Sport Trusts in delivering this workshop series. While in some areas there had been significant gains, in others there was conflict with fundamental movement skill workshops being offered by RSTs with teachers believing that this was their professional development in PE. In other areas, RSTs believe that they have PE professional development in hand. This has impacted negatively on uptake that will be reported back to SportNZ who had sponsored this series.

6.2 Secondary workshop schedule

Given the emphasis on NCEA achievement standards, teachers had called for a focus on Years 9+10. To date, 129 teachers have attended workshops with a number still to be run in Auckland. Feedback has been very positive.

6.3 Conference

GP provided a brief update on Conference and Board Members confirmed tasks to be completed at Conference. Keynote speakers were discussed and suggestions made about titles. President's Lunch guest lists were considered and a few extra names suggested of possible invitees. Plans were tracking positively.

7.0 Partnerships

7.1 ISC-Lenco

GP spoke briefly about the product arrangement with Lenco who were on-board and will be at Conference when the new polo shirts and hoodies would be on display and for sale.

8.0 Publications

8.1 Physical Educator – June 2012 issue

This issue has proved difficult for a host of reasons but is still on-track for distribution at Conference. The issue would include the new Editorial Committee.

9.0 Risk register

Items on the register were discussed and it was noted that no risks fall into the extreme category.

10.0 General

10.1 Board Commitments at Conference

Tasks were shared and discussed briefly

10.2 Swim and survive review

SH spoke to the review with discussion on the relevance of this review for any relationship that may develop between PENZ and AENZ. The consequences will be reviewed by the Advocacy Committee who would make recommendations about the way forward.

10.3 Thanks

LB proposed a vote of thanks to AO for his commitment to the leadership of PENZ over the past six years. There was agreement that it would be very helpful if AO was not entirely lost to governance and played a role as Past President. AO in turn thanked those Members of the Board whose terms ended at the AGM, namely, LB and SH. It seems LB will continue in a new role while SH would also be near at hand.

The meeting closed at 12:50 pm.

PENZ BOARD ACTION LIST		
Action	Status	Comment
Policy on contracting outside partners	On hold	
Advocacy Committee to review consequences of PENZ – AENZ relationship	On hold	
Succession planning to be discussed as part of Strategic Planning	In process	

These minutes were approved as a true and correct record at a meeting held on the 18+19 August 2012.



Lisette Burrows, President, PENZ