



PENZ BOARD

Minutes of PHYSICAL EDUCATION NEW ZEALAND BOARD MEETING Cabana Room, Auckland Domestic Airport, 20 June 2013 commencing at 9.00 am

Present: Lisette Burrows; Kirsten Petrie; Darren Powell; Kirsten Petrie; Margot Bowes; Gordon Paterson

Apologies: Nil

1.0 Minutes of previous meeting

Moved (Chair) that the Minutes of the previous Board Meeting dated 19 April 2013 be confirmed as an accurate record of that meeting. **Carried**

2.0 Matters Arising

GP advised that two Maori Representative nominations had been submitted. Bob Stothart had suggested a minutes silence at the AGM in memory of Les Bayly. Hon. Nikki Kaye was unable to open Conference. Bob Stothart had agreed to an article on what PENZ is doing now. GP to supply material. Agreement that criteria for invitations to President's Lunch were a good idea.

A GOVERNANCE DECISIONS

3.0 3.1 Financial position as at 30 April 2013

GP spoke briefly to the report. Revenue was behind on workshops due to NCEA being pushed out to accommodate teachers' access to PD funding. Given that revenue is at 25.6% and expenditure is at 21.65% means that the bottom line is favourable at the present time. Numbers for the Conference look encouraging with the 250 mark likely to be exceeded.

Action: The Board received the finance committee report as at 30 April 2013

Carried

3.2 Accounts paid February to May 2013

Members found the tabled monthly sheets useful and GP reported that two months should be reported on regularly at future meetings.

Action: The Board received the accounts paid February to May 2013.

Carried

3.3 Report against Business Plan as at 20 June 2013

GP explained that the focus was on the SNZ investment schedule as this would be reported on after Conference. The slight switch in relationships with RSTs with a more regional, individual focus, would need to be accommodated. Work was still being done on resources from the NSOs. DP mentioned that the Football world cup might be a good time to have a football focus. KP advised that Sport Taranaki had engaged Monash University to evaluate a programme that they had embarked on. Use of social media was discussed including the possibility of podcasts to project quality PE. There are concerns about the

ethics of involving young people in those presentations. Both KP and DP have ideas about engaging with Early Childhood Education. KP mentioned that hockey may be worth engaging with if we were looking for further sport resources.

Consider hockey New Zealand. In general terms, business was tracking well.

Action: *The Board approved the Business Plan as at 20 June 2013*

3.4 Board Performance Review

After discussion about the timing of this review it was decided that December would be a good time to examine Board Performance. Consideration would be given to having a brief review in August before looking ahead.

4.3 Awards approvals

MB spoke about the excellent response that had been received that had also resulted in a significant increase in work to be done on awards. The process would take a little longer as panels were being assembled but it was hoped to be concluded by the end of June. GP was not involved this year due to workloads at the time of Conference. There was further discussion about the Te Iho Takaro Ringawera Award and how it fitted in and what "golden nuggets" of service may look like. Awards would be ratified by Board Members electronically.

B 5.0 MANAGEMENT REPORT

5.1 Advocacy and profile

5.1.1 Stakeholder contact

Members expressed appreciation for the additional line in the report that explained briefly the nature of the contact with the different stakeholders.

5.1.2 Ministry contact

GP spoke about approaching the Governor-General to open Conference having been turned down by the Minister Nikki Kaye. Chris Harwood had been suggested in the MOE who in turn advised that Deb Struthers would be a good person to do the job and Deb had agreed to do so. Deb is a senior manager in the Curriculum Teaching and Learning Group.

5.1.3 Website development

GP spoke about Sportsground being recommended and coming on-board as Bronze Sponsors at Conference. The work they will do on the development of PENZ website and database functionality is worth about \$3500.

5.1.4 Media opportunities

There was brief comment about two opportunities that had presented themselves on Breakfast TV where Libby had excelled and a brief discussion with Jim Mora on his afternoon radio programme.

5.2 Governance and management

5.2.1 Draft policy document

GP explained that the contact he had been given is away on extended sick leave. Alternatives were discussed; GP mentioned Waikato University while KP suggested speaking with Learning Media.

5.2.2 Generating new sponsorship

GP reported back on discussions held with a large corporate which resulted in discussions about ethics related to seeking funding from large corporate groups. There is clearly a

balance to be achieved that enables both parties to win while not compromising core values. GP will proceed as the Board understands that any agreement is signed off by the President.

5.2.3 Secrets from the Board Room

GP reported back on the value he had gained from a day's seminar. Much of what PENZ does at Board Level is effective however, thought needs to be given to the optimal skill set that would work best for PENZ with a specific emphasis on marketing.

5.3 Professional learning

5.3.1 National conference

The Draft Programme was tabled and discussed briefly. Different aspects of Conference were discussed and in particular, President's Lunch and Awards. Board tasks at Conference were also confirmed. Numbers would be up and there may even need to be a cut-off. While there were rooms that would cope with 50 with a bit of a squeeze, 8 parallel sessions that included 30 in each session equalled 240 delegates. 275 may be the cut-off number.

5.3.2 Workshops

The delay on NCEA workshops was discussed as was the need for dates well in advance so that teachers could plan in time.

5.4 Partnerships

5.4.1 ACHPER and Air Goals

GP advised that he was examining proposals from the two organisations relating to the sale of resources to PENZ members in the former instance offering members reduced rates and in the latter, both reduced rates and a possible percentage to PENZ.

5.4.2 Sport New Zealand meeting

GP reported on a meeting at Sport New Zealand following up on a discussion with Roger Wood about increased advisory capacity. Geoff Barry was in attendance and much of the discussion focused on relationships with RSTs and capacity for assisting teachers during curriculum time. Discussions also focused on achieving consistency in the delivery of quality Physical Education at primary level.

5.5 Publications

5.5.1 Physical Educator – June issue

The June issue of Physical Educator is in press and will again be a publication of about 40 pages.

5.6 Risk register

A simplified version of the register was tabled and Members found that it was more easily read with the focus on the degree of risk. No issues were identified as high risk with disastrous repercussions.

Action: *The Board received the Executive Officer's management report of 20 June 2013*
Carried

C. 6.0

6.1 Any other business

August meeting

The dates were set for 16-18 August in Mount Maunganui although this involved a clash

for KP but were the best option collectively

6.2 Poster presentation of the Strategic Plan

MY presented her first draft approved by all but with suggestions as to refinement. MY plans to have the new Strategic Plan in poster for by Conference.

PENZ BOARD ACTION LIST		
Action	Status	Comment
Policy on contracting outside partners	On hold	
GP to source assistance to further develop Draft Policy Document	Ongoing	Feedback in August
Produce poster of Strat Plan at Conference	15 July	
School accreditation for quality PE	On hold	
Report back on ACHPER and Airgoals	August	
Report back on sponsorship progress	August	
Report back on delegation to see Assoc Min	August	
Report back on website development	August	

The meeting closed at 2:45 pm.

These minutes were approved as a true and correct record at a meeting held on the 17 August 2013

Lisette Burrows, President, PENZ