**MOUNT ROSKILL GRAMMAR SCHOOL**



**MINUTES BOARD OF TRUSTEES MEETING**

**MONDAY 27 AUGUST 2018**

At 5.30pm in the Conference Room

 Ms Pot welcomed everyone to the meeting, led introductions then declared the meeting for August open at 5.30pm.

 **PRESENTATION**

Mr Watson introduced and welcomed Mrs Nicole Peterson, Associate Principal and Mrs Jenny Kempster Deputy Principal, who gave a presentation on the progress of the Kahui Ako and plans for the way MRGS would continue to engage in 2019.

 Mr Watson thanked Mrs Peterson and Mrs Kempster for an informative presentation.

1 **PRESENT** M POT (Chairperson)

 G WATSON (Principal)

 J BINGHAM

 D MCKENZIE

 G POWER

 V PARULKAR

 R MASON

 J FRANKLIN

 L VICKERY (Staff Trustee)

 Z CHAUDHRY (Student Trustee)

 **In Attendance**: B WONG (Business Manager)

 T FOX (Minute Secretary)

 N PETERSON

 J KEMPSTER

 N PATEL

 S VOORWINDEN

 D DIXON

 **Apologies**: K QUINCE

 (iii) *Conflict Of Interest:*

 Conflict of interest register circulated.

2 **MONITORING**

(i) *Business Manager’s Report:*

 The Business Manager’s report was received. The board would like to pass on their appreciation to Wendy Reid and her team for their hard work in increasing numbers of international students.

1. *Student Board Election:*

***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(V Parulkar****) THAT THE BOARD APPROVE THE STUDENT TRUSTEE ELECTION TO BE HELD ON WEDNESDAY 12 SEPTEMBER (CARRIED)***

 (ii) *Finance:*

Ms Wong spoke to the finance report.

***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(D McKenzie)* ***THAT THE STATEMENT OF OPERATIONS FOR***

 ***THE PERIOD ENDING JULY 2018 BE APPROVED (CARRIED)***

(a) *Funding Application:*

 ***IT WAS MOVED*** *(G Watson)* ***SECONDED*** *(G Power)* ***THAT THE BOARD SUPPORT THE APPLICATION FOR FUNDS TO THE 4 WIND FOUNDATION FOR $47,896.89 TO BUY A MINI-BUS FOR THE SCHOOL (CARRIED)***

(iii) *Principal’s Report:*

 The Principal’s report was received.

 (a) *Courses 2019:*

Mr Watson spoke to the proposal for two new Year 9 courses for 2019 in Performing Arts and Numeracy. Both courses were endorsed by the Board.

3 **STUDENT TRUSTEE REPORT**

 Zane Chaudhry spoke to his report. The board thanked Zane for his engagement and valuable contribution to the board and wished him every success for the future.

3 **STRATEGIC DISCUSSIONS**

 The strategic plan consultation is continuing with the Board and SLT meeting on Saturday 15 September and an SLT workshop on Tuesday 18 September.

4 **ADMINISTRATION**

(i) *Correspondences:*

Discussed in-committee.

(ii)*Minutes:*

 ***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(J Franklin)* ***THAT MINUTES OF THE BOARD OF TRUSTEES MEETING HELD ON MONDAY 30 JULY 2018 BE ACCEPTED AS TRUE AND ACCURATE RECORDS OF THE PROCEEDINGS (CARRIED)***

***It was resolved***

 **THAT IN TERMS OF SECTION 47 OF LOCAL GOVERNMENT OFFICIAL INFORMATION ACT 1989 THE PUBLIC BE EXCLUDED FROM THIS PART OF THE MEETING FOR THE REASON THAT DISCUSSION OF THIS MATTER IN PUBLIC WOULD INFRINGE THE PRIVACY OF A NATURAL PERSON UNDER SECTION 9(2)(a) OF THE OFFICIAL INFORMATION ACT 1982.**

 **Into Committee:** (6.35pm) **MOVED** (M Pot) **SECONDED** (G Power)

 **Out of Committee:** (8.20pm) **MOVED** (M Pot) **SECONDED** (G Power)

 ***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(J Bingham)* ***THAT THE BOARD INVITE NIRAV PATEL AND SIENI VOORWINDEN TO BE PART OF THE IN-COMMITTEE MEETING TO ASSIST WITH DISCUSSIONS (CARRIED)***

5 In committee discussions reported out of committee:

*Sabbatical Leave for 2019: Greg Watson, Shelagh Cave and Catherine Bartlett*

***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(D McKenzie)* ***THAT THE BOARD GRANT LEAVE FOR GREG WATSON AND SHELAGH CAVE FOR TERM 2 2019 AND CATHERINE BARTLETT TERM 3 2019 TO TAKE UP THEIR SABBATICALS (CARRIED)***

*Leave for 2019 School Year: Taylor Mckinlay & Alexandra McIntyre*

 ***IT WAS MOVED*** *(G Watson)* ***SECONDED*** *(M Pot)* ***THAT THE BOARD GRANT ALEXANDRA MCINTYRE AND TAYLOR MCKINLAY LEAVE FOR THE 2019 SCHOOL YEAR (CARRIED)***

*Maternity Leave: Whitney Johanson*

***IT WAS MOVED*** *(G Watson)* ***SECONDED*** *(M Pot)* ***THAT THE BOARD GRANT WHITNEY JOHANSON***

 ***MATERNITY LEAVE FOR THE 2019 SCHOOL YEAR (CARRIED)***

 **Vouchers**

*July 2018:*

***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(D McKenzie)* ***THAT THE BOARD APPROVE THE MONTHLY***

 ***PAYMENTS FOR JULY 2018 AMOUNTING TO $446,076.60 (CARRIED)***

**DATE OF THE NEXT MONTHLY MEETING: TUESDAY 23 OCTOBER 2018**