**MOUNT ROSKILL GRAMMAR SCHOOL**



**MINUTES BOARD OF TRUSTEES MEETING**

**MONDAY 23 SEPTEMBER 2019**

At 5.30pm in the Conference Room

 Ms Pot welcomed the new student trustee Mizanur Miah, led the introductions, and then declared the meeting open at 5.30pm.

 **PRESENTATION**

Mr Watson introduced Mr Rakesh Lachaiya HOD MacLean Centre. Mr Lachaiya gave an overview of the structure and work of the department saying that the programmes are individualized to cater for each student’s learning.

 Mr Watson thanked Rakesh for an interesting and an informative presentation.

1 **PRESENT** M POT (Chairperson)

 G WATSON (Principal)

 R MASON

 A STEELE

 A RUSSELL

 S VOORWINDEN

 N PATEL

 L KINGI-BON

 J HAGGIE (Staff Trustee)

 M MIAH (Student Trustee)

 **In Attendance**: T FOX (Minute Secretary)

B WONG (Business Manager) (Public part of meeting)

 R LACHAIYA (for his presentation)

 K COLLINS (Deputy Principal)

 **Apologies**: S RATANA

 (i) *Conflict Of Interest:*

 Conflict of interest register circulated.

2 **MONITORING**

(i) *Principal’s Report:*

 The Principal’s report was received.

 *School Donations Scheme:*

Mr Watson gave an outline of the fees and changes scheme. Under the scheme the Ministry of Education will fund $150 for each student. All compulsory curriculum cost must be paid by the school. Schools that opt into the scheme will receive this funding as part of their January 2020 operation funding instalment. If the board decides to opt into the scheme the community must be notified of the decision. Boards that opt into the scheme must not ask for donations except for overnight camps. Rozanne Donald, Deputy Principal and the Business Manager will work on collecting data to give the school a clear idea whether it is worthwhile for the school to be part of the scheme. A discussion ensued and it was agreed that the matter will be discussed at the October meeting.

 (ii) *Finance:*

 ***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(R Mason)* ***THAT THE STATEMENT OF OPERATIONS FOR THE PERIOD ENDING AUGUST 2019 BE APPROVED (CARRIED)***

3 **STUDENT TRUSTEE REPORT**

 There was no report as it was Mizanur’s first board meeting.

4 **STRATEGIC DISCUSSIONS**

(i) *Policy Review:*

The next policy meeting will be early in 2020.

5 **ADMINISTRATION**

(i) *Correspondence:*

Discussed in-committee.

(ii)*Minutes:*

 ***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(A Russell)* ***THAT MINUTES OF THE BOARD OF TRUSTEES MEETING HELD ON MONDAY 26 AUGUST 2019 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:** (7.05pm) **MOVED** (M Pot) **SECONDED** (R Mason)

 **Out of Committee:** (8.30pm) **MOVED** (M Pot) **SECONDED** (R Mason)

6 In-committee discussions reported out of committee.

 *Tayla McRae: resignation*

***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(G Watson)* ***THAT THE BOARD OF TRUSTEES ACCEPT TAYLA MCRAE’S RESIGNATION TAKING EFFECT FROM THE END OF TERM 4 2019 (CARRIED)***

**Vouchers**

*August 2019*

***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(S Voorwinden)* ***THAT THE BOARD APPROVE THE MONTHLY***

 ***PAYMENTS FOR AUGUST 2019 AMOUNTING TO $535,117.00 (CARRIED)***

**DATE OF THE NEXT MONTHLY MEETING: TUESDAY 29 OCTOBER 2019**