**MOUNT ROSKILL GRAMMAR SCHOOL**



**MINUTES BOARD OF TRUSTEES MEETING**

**MONDAY 2 DECEMBER 2019**

***(November Meeting)***

At 5.30pm in the Conference Room

 Ms Pot welcomed the board, led introductions then declared the meeting open at 5.30pm.

 **PRESENTATION**

Mr Watson introduced Ms Rozanne Donald, Deputy Principal responsible for Kahui Ako. Ms Donald described the structure and goals of the Kahui Ako, outlining the benefits of involvement for MRGS students and teachers.

 Mr Watson thanked Ms Donald for an interesting and informative presentation.

1 **PRESENT** M POT (Chairperson)

 G WATSON (Principal)

 R MASON

 A STEELE

 A RUSSELL

 S VOORWINDEN

 S RATANA

 N PATEL

 L KINGI-BON

 J HAGGIE

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

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

 R DONALD (Deputy Principal)

 **Apologies**: None

 (i) *Conflict Of Interest:*

 Conflict of interest register circulated.

2 **MONITORING**

(i) *Principal’s Report:*

 The Principal’s report was received.

 *International Student Department Marketing – Overseas Travel:*

***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(R Mason)* ***THAT THE 2020 MARKETING OVERSEAS TRAVEL FOR THE INTERNATIONAL STUDENT DEPARTMENT, BE APPROVED BY THE BOARD (CARRIED)***

 (ii) *Finance:*

 ***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(A Steele)* ***THAT THE STATEMENT OF OPERATIONS FOR THE PERIOD ENDING OCTOBER 2019 BE APPROVED (CARRIED)***

3 **STUDENT TRUSTEE REPORT**

 No report as Mizah was away.

5 **ADMINISTRATION**

(i) *Correspondence:*

Discussed in-committee.

(ii)*Minutes:*

 ***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(A Russell)* ***THAT MINUTES OF THE BOARD OF TRUSTEES MEETINGS HELD ON MONDAY 29 OCTOBER AND MONDAY 25 NOVEMBER 2019 BE ACCEPTED AS TRUE AND ACCURATE RECORDS OF THE PROCEEDINGS (CARRIED)***

 (iii) *Evaluation:*

 The members thanked Ms Pot for her work as chairperson and the importance of her communication in keeping them informed of important issues.

(iv) The board agreed to go out for dinner earlier in the year. Ms Pot thanked everyone for their contributions to the board and wished them a safe and happy Christmas.

***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.**

 ***IT WAS MOVED (****M Pot)* ***SECONDED*** *(L Kingi-Bon)* ***THAT THE BOARD INVITE BEVERLEY WONG TO***

 ***HELP WITH THE IN-COMMITTEE DISCUSSIONS (CARRIED)***

**Into Committee:** (6.20pm) **MOVED** (M Pot) **SECONDED** (L Kingi-Bon)

 **Out of Committee:** (6.25pm) **MOVED** (M Pot) **SECONDED** (N Patel)

 **Budget 2020:**

***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(L Kingi-Bon)* ***THAT THE BOARD APPROVE THE BUDGET FOR 2020 (CARRIED)***

 **Into Committee:** (6.35pm) **MOVED** (M Pot) **SECONDED** (R Mason)

 **Out of Committee:** (7.10pm) **MOVED** (M Pot) **SECONDED** (R Mason)

6 In-committee discussions reported out of committee.

 *Zoe Hing-Windsor, Sherrie Ravlich*, *Hayley Blundell, Susan Gilmour, Helen Prasad, Ram*

 *Subramaniyan & Inam Abood resignations:*

***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(G Watson)* ***THAT THE BOARD OF TRUSTEES ACCEPT RESIGANTIONS FROM ZOE HING-WINDSOR (25 NOVEMBER), SHERRIE RAVLICH (29 NOVEMBER), HAYLEY BLUNDELL, SUSAN GILMOUR, HELEN PRASAD, RAM SUBRAMANIYAN, AND INAM ABOOD TAKING EFFECT FROM THE END OF TERM 4 2019 (CARRIED)***

**Vouchers**

*October 2019*

***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(N Patel)* ***THAT THE BOARD APPROVE THE MONTHLY***

 ***PAYMENTS FOR OCTOBER 2019 AMOUNTING TO $496,829.28 (CARRIED)***

**DATE OF THE NEXT MONTHLY MEETING: MONDAY 24 FEBRUARY 2020**