**MOUNT ROSKILL GRAMMAR SCHOOL**



**MINUTES BOARD OF TRUSTEES MEETING**

**MONDAY 3 MAY 2021 (April)**

At 5.30pm in the Conference Room

 Ms Pot welcomed everyone and declared April meeting open at 5.30pm.

 **PRESENTATION**

Mr Watson introduced Ms Rozanne Donald and Mr Rowan Johanson. Ms Donald and Mr Johanson outlined the student voice survey process as part of the school’s on-going self-review. The student voice survey is based on the Roskill Effective Teacher Profile and aims to strengthen teacher practice through inquiry.

 Ms Pot thanked Ms Donald and Mr Johanson for a very interesting and powerful presentation.

 Ms Pot acknowledged the impact of covid within the school community and expressed condolences to Mr Patel who has lost a close family member to the virus.

1 **PRESENT** M POT (Presiding Member)

 G WATSON (Principal)

 S RATANA

 R MASON

 A RUSSELL

 L KINGI-BON

 L VICKERY (Staff Representative

 S BAGWE (Student Representative)

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

 K GAUDIN (Business Manager)

 R JOHANSON

 R DONALD

 K LAUANO

 **Apologies**: A STEELE, N PATEL

 (iii) *Conflict Of Interest:*

 There was no conflict of interest declared.

2 **MONITORING**

(i) *Principal’s Report:*

 The Principal’s report was received.

 (ii) *Finance Report*

 Ms Gaudin spoke to the finance report saying that in the period to March school income and expenditure is in line with budget. The photocopying lease has been signed with Fujifilm and comes into effect on 1 August this year.

3 **STUDENT TRUSTEE REPORT**

 Sonam gave a verbal report.

4 **STRATEGIC DISCUSSIONS**

(i)  *Committees:*

5 **ADMINISTRATION**

(i) *Correspondence:*

Discussed in-committee.

(ii)*Minutes:*

 ***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(S Ratana)* ***THAT MINUTES OF THE BOARD OF TRUSTEES MEETING HELD ON MONDAY 29 MARCH 2021 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:** (7.15pm) **MOVED** (M Pot) **SECONDED** (R Mason)

 **Out of Committee:** (8.00pm) **MOVED** (M Pot) **SECONDED** (R Mason)

6 In committee discussions reported out of committee:

 ***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(G Watson)* ***THAT THE BOARD INVITE KARYN GAUDIN TO BE PART OF THE IN-COMMITTEE MEETING TO ASSIST WITH DISCUSSIONS (CARRIED)***

 Staff *Resignations: Renee Sharp*

 ***IT WAS MOVED*** *(G Watson)* ***SECONDED*** *(M Pot)* ***THAT THE BOARD ACCEPT THE RESIGNATION OF***

 ***RENEE SHARP EFECTIVE AT THE END OF TERM 1 (CARRIED)***

 *Request for Maternity Leave: Jennifer Steel*

***T WAS MOVED*** *(G Watson)* ***SECONDED*** *(M Pot)* ***THAT THE BOARD APPROVE MATERNITY LEAVE FOR***

 ***JENNIFER STEELE FROM JULY 26 2021 FOR ONE YEAR (CARRIED)***

**Vouchers**

 *March 2021:*

 ***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(L Vickery)* ***THAT THE BOARD APPROVE THE MONTHLY***

 ***PAYMENTS FOR MARCH 2021 AMOUNTING TO $530,075.47 (CARRIED)***

**DATE OF THE NEXT MONTHLY MEETING: MONDAY 24 MAY 2021**