



## **Russell School Board of Trustees 2021**

Meeting of: Wednesday, 22 September 2021

Held in: Room 4, Russell School

Meeting began: 5:39 pm

### **PRESENT**

Melissa Jackson (Principal), Erin Bomati, Natasha Jones (staff representative), Arthur Prentice, Ru Tauri, (Chair) Rachel Holland

### **APOLOGIES**

Louise Davey (Parent Rep)

### **ABSENT**

Shane Maddren

### **MINUTES**

Shared responsibility

### **MINUTES: Wednesday 23 June 2021:**

THAT the minutes recorded on Wednesday 25 August 2021 are a true and accurate record of the Russell School Board of Trustees (BOT) meeting held that day.

MOVED: Rachel

SECONDED: Erin

In-Committee Minutes moved Melissa, seconded Natasha

### **Matters Arising:**

Arthur Prentice, not Pence

Wananga - has not passed, one member has recommended against not signing it over. Natasha raised concerns about holding on to it. Matter held over until the October BoT meeting.

Property meeting Oct 20 , 2021 2.00 - 3.30

### **BOARD CORRESPONDENCE**

**Inwards**

Freemason - letter of offer - conditions accepted with discussion about the placement of logo. As we are purchasing Chromebooks there is no home screen so we will create stickers to recognise the organisation who donated.

Moved: Melissa Jackson

Seconded: Natasha Jones

## **PRINCIPAL'S REPORT**

Discussion about red items - either discarded or rolled over to 2022

Melissa Sunshine Jackson MOVES THAT the Principal's Report for 22 September 2021 be accepted and approved by the Russell School Board of Trustees.

MOVED: Melissa Jackson

SECONDED: Natasha Jones

Moving forward, each Board meeting includes at least 1 policy implementation

Move: Natasha Jones

Seconded: Rachel Holland

## **BUDGET & FINANCE REPORT**

Ru questioned where the surplus was coming from - sound financial management, fundraising band resourcing directed to children who receive support.

Melissa Sunshine Jackson MOVES THAT the Financial Report for 25 August 2021 be accepted and approved by the Russell School Board of Trustees

MOVED: Melissa Jackson

SECONDED: Ru Tauri

## **GENERAL BUSINESS**

Solar system - Erin to follow up and report back ro October BoT

Performance Reviews - Office Admin, Caretaker/Cleaner. Ru Tauri excluded himself from this discussion.

Garden to Table role meets the criteria of Grade D and the staff member's wage will be increased ro meet this. The BoT believe that this should be backdated to the beginning of 2021. Melissa will bring the numbers back to the October meeting.

Digital Technologies curriculum presentation from Natasha - talked us through the progress outcomes at different levels. Thank you to Natasha for her thorough preparation.

Communication - Action required. Agreement that if action needs to be taken it will be in the subject line of the email. All emails regarding BoT business should be read by all members, especially as they prepare for meetings.

Strategic Planning Webinar - attended by Melissa and read later by Ru. All members have access to the information and all members have a responsibility to upskill where possible.

**Meeting closed: 7.37**

**Next Meeting: 27 October 2021**