

*Minutes School Board
2nd November 2020*

ATTENDEES: Mathew O'Mahony (Deputy Chair), Demelza Harkness, Judy Snow, Councillor Mark Jones Wendy Gardiner (minutes), Natascha Schulz (Chair) and Lisa Fletcher (Principal)
Guests: Carolyn Watt (P&C President), Katie Dimario

1.0	Welcome and apologies	ACTIONS
1.1	Apologies: Angie Ellis Cindy Godwin Brad Heggs	
1.2	Welcome new member Cr Mark Jones	
1.3	Confirmation of agenda	
2.0	Minutes of previous meeting	
2.1	Moved to accept Lisa Fletcher Seconded Natascha Schultz	
2.2	Actions arising from previous meeting: Query if Confidentiality had been signed. Previously signed Code of Conduct Confidentiality to be placed on Connect, all members to note 'read and connect' Targets unpacked being covered in agenda items.	
2.3		
3.0	Principals Report	
3.1	Tabled COVID 19 phase 4 extended. Discussion around end of year events need to be COVID compliant. Lisa read all requirements and the impact on school events. Varying days for book awards and only parents of book recipients invited. Parent thank you morning tea cancelled due to hospitality requirements. Kindy Café has been modified and well received. From Department raised issues with ingredients so our school will provide. Application for school crossing guard. People have been sent to do count we are hopeful it will be accepted. School Education Act teacher's agreement tabled. Primary teachers getting extra ½ hr DOTT to bring in line with other teachers. Digital Technology is being provided as DOTT.	
4.0	Contributions and Charges 2021	
4.1	Overview is the maximum amount however we do not often ask for maximum. Robotics this year was funded. Contribution for Chaplain and Building and Grounds contribution commenced this year and well received.	

	<p>Dancesport now included down to year 3</p> <p>Board discussed incentives and in view of timing of COVID it is requested that we trial discount for another year.</p> <p>Discussion around wording of voluntary contribution and mindsets and perhaps ideas to educate parents as to why contributions are required</p> <p>Moved to accept Wendy Gardiner</p> <p>Seconded Natascha Schultz</p>	
5.0	Student personal use items lists	
5.1	<p>Each year level booklist was gone through item by item. Amendments made with the view to only request required items and hopeful that savings made will encourage parents to pay voluntary contributions.</p> <p>Moved to accept: Demelza Harkness</p> <p>Second Mathew O'Mahony</p>	<p>Members were emailed further adjustments outside of meeting.</p> <p>Principal has responses from members approving changes.</p>
5.2		
6.0	School Development Days 2021	
6.1	<p>First day of Term 1,2,3,4</p> <p>Moved to accept: Demelza Harkness</p> <p>Second Mathew O'Mahony</p>	
7.0	School Review recommendations	
	<p>Recommendations from 2018 review tabled as per requested last meeting for new members.</p> <p>Review targets annually to see how tracking is being done.</p> <p>Annual report published Term 1 of following year</p> <p>School Board report introduced to align with recommendations for Board.</p> <p>Board self- assessment and training being covered.</p>	
8.0	DPA Working document	
	<p>Working document on Connect and is reviewed regularly. Members to view on Connect and go through and email Lisa any comments.</p>	
	Business Planning timeline	
	<p>Timeline tabled</p> <p>Members to read Guide to developing a School Business Plan on Connect and review other schools BP's for preferred presentations.</p> <p>Timeline adopted</p>	<p>Members to bring 2 to 3 examples of BPs from other schools to next meeting</p>
	Finance – budget statement	
	<p>Operational One Line Budget Statement tabled. This one closed mid- September due to end of month being in school holidays.</p>	

	Meeting close/adjournment/next meeting	
	Meeting closed at 6.10pm Next meeting: 30th November 2020	Members to bring BP samples Student survey results will be available Next training module

Signed by Board Chair- _____ Date 5 Nov 20