

SCHOOL BOARD MEETING MINUTES

OPEN PUBLIC MEETING

Present:

nt: Mike Kelly, Dee Randall, Stephen Bevan, Siobhan Jones, Nicole Forrest
James Dillon, Paul Thomas & Paul Wright

| TIME | Meeting number: 5 – Meeting location: Conference/Staff Room Meeting time & date: 5:30pm 30 November 2016 | | Board to: <i>Identify whether Board is to note, confirm or decide in relation to the item</i> | Who: <i>Identify person to lead discussion on that item.</i> |
|---------------|--|--|---|--|
| 5:30pm | 1.0 | Welcome and apologies | | |
| | 1.1 | Opening and welcome. | | Chair |
| | 1.2 | Apologies / Absentees. | | Chair |
| | 1.3 | Confirmation of Agenda. | | Chair |
| 5:32pm | 2.0 | Disclosure of interests | | |
| | 2.1 | Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be raised before the meeting to determine the appropriate way to manage the conflict. | Note / Decide | Chair |
| 5:34pm | 3.0 | Minutes of previous meeting | | |
| | 3.1 | Review of previous meeting minutes. | Confirm | Chair |
| | 3.2 | Actions arising. Thankyou letter to P&C for fathering project success Feedback about information for parents from school – what would they like included in school business plan – feedback received and collated by Steve Work in progress with obtaining quotes for a graphic designer to re-image and design school communication documents and flyers | Note | Chair |
| 5.45pm | 4.0 | Review of Finances | | |
| | 4.1 | Review of latest financial information Discussed and reviewed | Confirm | Manager Corporate Services – Marie |
| 5.55pm | 5.0 | Agenda item 1 | | |
| | 5.1 | 2017 Contributions and Charges Formally approved and confirmed | Confirm | Principal |
| 6:00pm | 6.0 | Agenda item 2 | | |
| | 6.1 | Business Plan – summarised version Feedback received and a publication sample produced for perusal by P&C. Further feedback will be gathered prior to further progress. Look at location for external notice board to display important board and school information to the school community. | Discuss | Principal |
| 6:15pm | 7.0 | Agenda item 3 | | |
| | 7.1 | Community Survey Data | Discuss | Principal |

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|---------------|------------|---|---------|-----------|
| | | <p>Areas of concern identified, analysed and discussed through force field analysis with staff, then strategies will be worked into 2017 operational plan.</p> <p>School board needs to be promoted. Bio of school board members could be a good idea. Awareness is rising and more promotion would help inform the school community about what we do and how we do it. Suggestion about having a regular slot in the school newsletter for School Board news</p> | | |
| 6:30pm | 8.0 | Agenda item 4 - Policy | | |
| | 8.1 | 2016 Year in Review Conducted a PMI and discussed the outcomes from 2016. | Discuss | Principal |

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|---------------|-------------|---|------|-------|
| 7:25pm | 10.0 | Roundtable evaluation | | |
| | 10.1 | Good bye and good luck to James Dillon who is relocating to NSW. Michelle and Dee (Staff Reps) Will also step down in 2017. | Note | Chair |
| 7:30pm | 11.0 | Meeting close / adjournment / next meeting | | |
| | 12.0 | Next meeting: 15 February 2017 @ 5:30pm | Note | Chair |