


SCHOOL BOARD MEETING MINUTES					
Time:	6pm				
Date	13 <sup>th</sup> June 2021				
Location	Staff Room				
Chair	Ruth Langmead				
Principal Attending	Helen Fiebig				
Member Attendees	Jude McIntyre; Justin Grey, Claire Pring, Melissa Grey, Peter Madden				
No.	Item	Summary of Discussion	Decision Noted	Actions	
1	Welcome and Apologies				
1.1	Welcome	Meeting opened at 6.10pm with Acknowledgement of Country Matt Sharp welcomed			
1.2	Apologies	JM JG CP			
1.3	Agenda	Late items added & confirmed as per minutes below	Agenda confirmed	Confirmed	
2	Previous Minutes and Actions Arising				
2.1	Minutes of previous meeting	Minutes of the previous meeting accepted with no amendments: nil corrections	HF & MG	f/u submission of Board minutes to school website for public availability.	
3	Reports and Operational Matters				
3.1	Financial Report	The principal Helen Fiebig presented as attached: <ul style="list-style-type: none"><li>No significant queries or comments</li><li>Report accepted</li></ul>	Noted	NFA	
3.2	Principal's Report	The Principal, Helen Fiebig presented her report as attached, additional discussion noted below: <ul style="list-style-type: none"><li>Toilet upgrades funded by govt. likely to occur October school holidays</li><li>Naidoc week: activities occurring across a fortnight as detailed in report</li><li>Oval issues: discussion ensued re: BMX queries re: behavior management process; opportunity to center the problem within a STeM activity associated with designing pump track and lobbying local council/government to assist in developing formal, safe and supported option for BMX users. PM offered knowledge and experience from local council youth program management experience and space activation principles.</li></ul> Previous meetings discussing student initiated nature-play centered on building forts sought space within the school grounds to prevent problems now occurring. This space (northern end of senior playground) previously suggested was deemed inappropriate due to native Orchids sited. Request from RL to pursue confirmation of native orchids with potential for school to utilize as a totem for conservation.	Noted  Board noted appreciation for Jenny Grahams contributions in this space	HF to note with JG	
3.3	P&C Report	Board Member, Helen Fiebig provided report in absence of CP: <ul style="list-style-type: none"><li>Budgets: pitch for edu-dance 50% \$5000</li><li>Canteen requires new fridge: to be purchased out of PNC funds</li><li>Disco feedback- enjoyed and appreciated but too dark</li><li>Hats: for sale \$15 raise from \$5 (cash and QKR)</li><li>Scitech sold 153 tix</li><li>Interactive craft or pet competition in the pipeline</li><li>Book club approx. \$500 raised</li><li>Funds for signage for VOICE principles requested</li><li>Funding for Synthesiser &amp; uniforms requested</li><li>2021/2 DOT allocation goes up 30 minutes impacting on timetabling vicariously impacting on Canteen sales from morning recess loss; feedback to PNC from board re: increasing lunch orders to 3 days to</li></ul>	Noted	NFA	

		compensate. Perceived demand within school community		
<b>4.</b>	<b>Business Arising from last meeting</b>			
4.1	<b>Annual report</b>	Annual Report: NFA available on the website after DG approval	NFA	
4.2	<b>Board Membership</b>	Welcomed Matt Sharp as new staff representative Some informal interest expressed re: parent representatives – awaiting f/u. Noted that all members require Police Clearance on GPS file.	Interested new parent reps to attend next meeting	Upon new membership confirmation circulate ToRs and training.
4.3	<b>Homework Policy</b>	Homework Policy- ongoing staff review in collaboration with board reflections from previous meeting	Await final draft from staff consultations	nil
4.4	<b>Uniform policy</b>	Uniform policy – Admn/leadership team successfully implemented uniform swap wardrobe in order to uphold uniform policy.	Uniform swap system to be noted in policy	HF to update policy
4.5	<b>DG Statement of Expectations</b>	DG Statement of Expectations: signed on file	NFA	nil
4.6	<b>Education Awards</b>	Education awards: Deputy principle of the Year nomination drafted	Endorsed submission	HF to submit
<b>5</b>	<b>General Business Agenda Items</b>			
5.1	<b>After hours lighting on school grounds</b>	After hours lighting: Access form after school care via canteen area with concerns for safety with inadequate lighting.  Request for lighting goes via Care for Kids associated with CFK responsibilities to ensuring safe workplace.	HF to follow review premises lighting access/egress point	HF to Liaise with CFK Management
5.2	<b>Newsletter format</b>	Newsletter format: new SWAY format- open to ongoing feedback; interim feedback positive re: readability and aesthetics	Ongoing use of Sway supported	
5.3	English Operational plan	English Operational plan- introduced but not circulated prior to meeting.	For circulation and review prior to next meeting	HF- circulate ALL to review for discussion 09/08
5.4	Timetabling 2022	Ongoing DOTT policy changes have timetabling implications for recess/lunch. Primary issue of concern is canteen provision of afternoon recess and associated sales- discussed in item 3.3	NFA	NFA
<b>6</b>	<b>Close of Meeting</b>			
6(a)	<b>Next Meeting</b>	Next Meeting 9 <sup>th</sup> August 2021		
		<b>Meeting closed 8pm</b>		