


SCHOOL BOARD MEETING MINUTES

Time:	7:00 pm			
Date	19 September 2022			
Location	Virtual Webex			
Chair	Nicola Hogue			
Principal	Helen Fiebig			
Members	Justin Grey, Nicola Hogue, Helen McAullay, Jason Tomlinson, Melissa Grey, Peter Madden, Helen Fiebig			
No.	Item	Summary of Discussion	Decision Noted	Actions
1	Welcome and Apologies			
1.1	Welcome	Meeting opened at 7.00pm Acknowledgement of Country by Melissa Grey		
1.2	Apologies	Jason Tomlinson, Peter Madden		
1.3	Agenda/Late Items			
2	Previous Minutes and Actions Arising			
2.1	Minutes of previous meeting	Minutes of the previous meetings for the 27 June and 15 August were noted and accepted	Endorsed Nicola	
3	Reports and Operational Matters			
3.1	Financial Report	Finance report One Line Budget Statement was presented by Justin <ul style="list-style-type: none"> Helen noted that the estimated cash rollover of \$95,417 when added to the reserves will result in the Forecast Variance of \$185,531 which places us on a very good track for the start of 2023. 	Accepted	
3.2	Principal's Report	<ul style="list-style-type: none"> NAPLAN reports went home last week. Results were discussed from the data available. Year 3 data very favourable but Year 5 data had more children than usual working below expectations. Most of these children are well catered for and have reasons for their low achievement. Merit selection process for staff is underway. DOE new Council and Board (CAB) Register requires Helen to input details of who serves on the School Board. She requires each board member's date of birth and either their driver's license or passport number. The National Criminal check will automatically be done on all board members. Apology from Helen for her accidental breach of confidentiality by emailing out the incorrect minutes at the last board meeting. She has held herself accountable and kept the other party informed of all actions as a consequence. She thanked members of the board for their professionalism and confidentiality. Summary of the last P&C meeting <ol style="list-style-type: none"> Thanks to the P&C for the athletics carnival, Father's Day stall and raffle, Scitech family night. Discussions about the 50th anniversary bricks laying. No finance reports have been available and were to be sent out later. Canteen made approx. \$1,700 profit at athletics carnival. A disco is going to be held with a winter wonderland theme. Uniform shop supply issues. Ne hats in. Grad committee has 9 families who did not contribute to the fee for the grad book etc. They are fundraising and attempting to still get families to pay. 		<p>Follow up on the same data presented to the staff meeting to present at the next board meeting.</p> <p>Helen to pass on an invitation to the P&C to present to the board at any time as a visitor.</p> <p>Justin will attend the P&C meetings as the board rep.</p>

		<p>7. P&C president role still available, no nominations at this stage. Sarah holding it until it can be filled.</p> <p>8. No P&C rep for the school board.</p> <p>9. Fundraising reported that the Scitech family evening went well.</p> <p>10. Bookclub sales were at \$795 for the last issue which raised \$160 in credits to the school. Next issue will be the final one before Christmas.</p> <p>11. Social Media, one message was removed in relation to a photo of illegal parking around the school. The author of the post was contacted to explain why. The Facebook page has 286 members.</p> <p>12. The next meeting will be face to face with the option of Webex.</p>		
3.3	P&C Report	Given in the Principal's report		
4.	Business Arising from last meeting			
4.1		NIL		
5	General Business			
5.1	Retaining Staff	Nicola asked Helen about how well the school does at retaining staff. Helen noted that the Jude and Teresa have recently left to take up promotional positions and that she is proud to provide leadership opportunities for staff.		
5.2	Webex meetings	It was noted that the board is in favour of maintaining the Webex format for meetings however the last and first meetings of each year may be better to be held face to face.		
5.3				
5.4				
6	Close of Meeting			
6.1	Next Meeting	Next Meeting: Monday 31 October at 6pm		
		Meeting closed: 7:15 PM		