School Board - Minutes

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| **Meeting Date** | April 8 2016 | | | |
| **Personnel Attending** | Michelle Dunlop, Matt and Emma Marcussen, Susan Hymers, Janine Muir, Megan Turner, Cassie Bracknell, Jessica Peletier, James Peletier, Nathan Crawfford, Joanne Power | | | |
| **Agenda Items** | **Discussion Points** | | | **Actions/Decisions** |
| **Welcome & Apologies** | * All welcomed. Apologies from Beth Winnett | | |  |
| **Minutes of Previous Meetings** | * The minutes were reviewed and accepted as true and correct by the members present. * Board Meeting dates 2016 – Meetings to be held on Friday 8.45 am , the following dates   20 May,  1 July  12 August  23 September  4 November  9 December   * Additional Board members have been sought and nominations received * Additional Deputies have been appointed to support curriculum and students services – Janine and L’Ticia have been appointed * LPS has been successful in applying to be a TDS school – staff members who will be in the STEM team are: Shakira, Linda, Tracy and Richard * DES review information session attended by James and Joanne * P & C Donation used to purchase 40 laptops | | |  |
| **Board/Legal Requirements** | * Nominations have been received from Jessica Peletier, Emma Marussen, and Susan Hymers to join the school board. * Current board members are:   James Peletier – Principal  Nathan Crawfford – Chairperson  Joanne Power – Executive Officer  Janine Muir – School Representative  Michelle Dunlop – Parent  Megan Turner – Vice President of P & C – P & C Representative  Cassie Bracknell – Parent  New members – Jessica Peletier – Parent  Susan Hymers – Parent  Emma Marcussen - Parent  Megan suggested contacting Shane from Bakers Delight to see if he is interested on being on the board  Beth Winnet has tendered her resignation from the school board as she is unable to attend due to work commitments   * Roles and Responsibilities of the board – information provided to all attendees and Nathan went through documentation highlighting relevant information, in particular tenure, differences between P & C and Board etc | | | * Board endorsed their nominations to the school board * Resignation of Beth Winnett accepted * Note roles and responsibilities overview. Handouts given to board members |
| **School Directions** | * Annual Report - James tabled the draft annual report and went through the relevant data and explained what the information represented. It was noted that the school had a 31% transiency rate and this was a concern, the school has monitored the reasons why students are leaving the school and it is most work orientated.   The overall feeling of the school is very good and the data that was presented will not reflect the schools true success as this data is from the first year of operation and within the first term of teaching (NAPLAN).  The data from the school will reflect differently once the original cohort of students reaches year 1 in 2017   * Business Plan – this is to be reviewed and amended to reflect the school direction – the plan will be from 2017 – 2020. | | | * Draft Annual Report endorsed by the school board * James to share final document on school website. |
| **School Performance** | * . | | |  |
| **Financial Matters** | * Voluntary contributions and charges – statements sent to all parents and at present there has been 34% of these paid, this is based on all 673 families paying a discounted rate of $54.00 * Comparative budget tabled and expenditure for the year discussed. The budget is a very conservative budget with an increase of $51399 income being received additional to the initial Student Centred Funding Allocation – this consists of $31399 for IT and $20000 for chaplain funding. At this point there is a carry over at the end of the year of $55000 – this will be reviewed in term 3 to determine if there are additional needs for 2017 – in particular in IT * Student centred funding received into the school – this was provided on the numbers of 682 students, should the school not reach these numbers by the August census then the department will ask for the fund to be returned * Staffing has been done conservatively which has allowed the school to appoint additional staff in roles to support the current admin team, ie deputy principals etc * Funding has been put aside to support STEMS in the school and the training that staff are required to undertake – this is now the schools responsibility | | |  |
| **Policy Matters** | * N/A | | |  |
| **General Business** | * Hot Klobba contract – Hot Klobba is the sole uniform provider for the school for a 5 year tenure – contract given to Hot Klobba on 23 September 2014   Concerns raised about the price of clothing and also the CPI increase  Concerns raised about the sale of second hand uniforms   * Vest - Megan presented a vest for consideration as part of the school uniform. Hot Klobba is required 12 months notice to source an additional uniform item. Megan advises that she had made contact with Hot Klobba who said they are unable to supply. As this request has not been formalised the board agreed that parents will be surveyed to see if a vest is a uniform item that they would like on the list, also a long sleeve polo, once data is received then Hot Klobba to be contacted to determine if they are able to source and supply and what cost * Youcansitwithme.org – staff to be surveyed to provide feedback on this program – this is basically a wellbeing program for students - students where a band which notifies other students that they are available to be their friend | | | * Joanne to contact Hot Klobba in regards to the CPI increase/price increase * Joanne to contact Hot Klobba in regards to second hand uniforms * James to survey parents in regards to vest(black zip up) and long sleeve polo shirt * James to survey staff to provide feedback on this program |
| **Next Meeting** | * Friday, 20 May 8.45 am | | |  |
| **Signature** | Board Chair |  | Principal | Description: cid:image001.png@01D16355.505A24F0 |