



# SCHOOL BOARD MEETING MINUTES

4 April 2019

5:30pm 4 April 2019		Notes/Discussions
<b>1.0</b>	<b>Welcome and apologies</b>	
1.1	Opening and welcome. Introductions.	Principal welcomed. Conducted a brief 'get to know you' discussion.
1.2	Apologies / Absentees.	None
1.3	Confirmation of Agenda.	Agenda was confirmed
<b>2.0</b>	<b>Disclosure of interests</b>	
		No disclosures.
<b>3.0</b>	<b>Minutes of previous meeting</b>	
		No minutes
<b>4.0</b>	<b>Induction File</b>	
	Review Induction file	Principal talked through file and main documents.
<b>5.0</b>	<b>Budget</b>	
	Review and endorse	Principal presented the Funding Agreement for Schools 2019 and discussed. The Board noted the budget had been presented.  <i>Jackie advised that the Cash Flow is for the following two to three years</i>  <i>Jackie explained the Voluntary Contributions</i>  <i>The Board discussed how to increase payment of Voluntary Contributions. As an initial step it was agreed to distribute a flyer to parents recommending payment. Steve to organise</i>
<b>6.0</b>	<b>Election School Board Chair</b>	
	Outline role of School Board Chair and elect	Principal outlined policy and role. <i>Noted that Board Chair is required to:</i> <i>Convene the Meeting</i> <i>Arrange Agenda, including relevant papers</i> <i>Ensure Minutes are taken, reviewed and confirmed at the following meeting</i>  <i>A new Chair should be elected each year if possible</i>  Michael Pattinson Nominated for one-year tenure. Voted unopposed  Chair agreed to principal creating agendas, sending them to him for additions/alterations before sending to members.

<b>7.0</b>	<b>Endorse Draft Terms of Reference</b>	
	Discuss Terms and endorse	Principal outlined Terms. Discussion and questions followed. Board members endorsed the terms via a show of hands. <i>Item 6.3 to be changed to 8</i> <i>Item 7.2 No secretary elected</i> <i>Item 9.1 no change</i> <i>Item 9.3 no change</i> <i>Item 9.4 no change</i> <i>Item 9.10 no change</i> <i>Item 10.1 no change</i> <i>Item 11.2 No change</i> <i>Item 11.3 no change</i> <i>Item 12.4 to be changed to Show of Hands or by secret ballot if determined at the meeting</i>
<b>8.0</b>	<b>Meeting Days and Times</b>	
	Decide on days and times for future meetings	Principal proposed and discussed possibilities. Board decided on once per Term on Tuesday of Week 7 from 5.30pm to 7.00pm  Due to the increased items to be discussed an additional meeting will be held for Term 2 in Week 3. Tuesday 14 <sup>th</sup> May, from 5.30pm to 7.00pm
<b>9.0</b>	<b>Training</b>	
	Review training resources	Principal talked about JBSC training and other options  <i>In house Training – a training topic document to be distributed at each meeting, members to read prior to following meeting and discuss</i>  <i>On Demand Training – held at various venues and times, covering different topics. Steve receives updates on topics and venues which he can forward on to members</i>  <i>Introductory Workshop – Specifically for Chair boards.</i> The Board will complete In-House Training during regular meetings. Michael Pattinson will attend an Introductory Workshop when available. On-demand training opportunities will be shared with members when available.
<b>10</b>	<b>Community Member Nominations</b>	
	Discuss appointment of a possible community member	Principal outlined role of community members and called for suggestions.  <i>A discussion on the difference between community members and co-opted members. Board members asked to think of possible community members and approach if they are interested. Bring info to next meeting</i>  Steve will seek clarification around general community and co-opted community membership.  <i>Steve has received verbal interest from Cindy Davis at the Child and Parent Centre Banksia Grove. Members asked to consider other community members.</i>  To be voted at meeting Tuesday 14 <sup>th</sup> May

<b>11</b>	<b>Uniform</b>	
	Faction shirts	<p>Principal presented DOE policy and draft Uniform Code for review by the Board. This is to be discussed and endorsed at the next meeting.</p> <p>Discussed Faction shirt material and design. The Board decided.....</p> <p><i>To proceed with the \$34.95 faction shirt. Steve will investigate colour and design options, to be presented at the next meeting for a decision.</i></p> <p><i>The Whole Board will operate as the Dress Advisory Panel</i></p>
<b>12</b>	<b>Vision Setting</b>	
	Vision setting activity	Principal shared brainstorming document completed by staff. School Board added comments and ideas. Principal will take brainstorm to write a draft vision statement. This will be presented at the next Board meeting.
<b>12</b>	<b>General Business</b>	
	To be confirmed at meeting	Nil
<b>13</b>	<b>Meeting close</b>	
	Next meeting:	Meeting date confirmed as Tuesday 14 <sup>th</sup> May, 5.30pm.