

SCHOOL BOARD MEETING MINUTES

Date: 28 March 2023

What	Who	Notes
1. Opening <ul style="list-style-type: none"> Welcome Apologies Conflicts of Interest Meeting Protocol Agenda Confirmation 	Chair	Steve was Chair as Michael was absent. Apologies Michael and Michelle No conflicts of interest. The protocols were read and agreed to The agenda was confirmed.
2. Minutes of previous meeting	Chair	Chair must sign and date approved Minutes from previous meeting. There was no business arising.
3. Membership 2023	Steve	Welcome new members Mat and Sarah (parents) and Stephanie and Michelle (staff)
4. Board Chair selection	Steve	Rachael was nominated and she agreed. Vote was unanimous.
5. School Board training	Steve	The Department of Education has a public website with a lot of useful information for School Boards including training opportunities. <ul style="list-style-type: none"> School councils and boards - Department of Education Support a school council or board - Ikon - The Department of Education Steve to contact WEN to see if other schools would like to participate in a 2-hour training session. Steve to look at what training is available for Chair and let Rachael know. Members will enrol for online training via PLIS and/or read the induction modules.
6. Mandatory Aboriginal and Torres Strait Islander Cultural Awareness training	Steve	Message from DOE - The Public Sector Commission has developed an engaging Aboriginal and Torres Strait Islander Cultural Awareness online course providing information about Aboriginal and Torres Strait Islander culture and history. Under Commissioner's Instruction 29, it is mandatory for public sector employees and board members to complete Aboriginal and Torres Strait Islander Cultural Awareness training. You can access and complete the online course directly through the Public Sector Commission website . You will be asked for contact details, so an email/certificate can be sent to you at completion. Please note let the school know when you have completed the training. Members will participate in the training and let Steve know when they have completed it.
7. Mandatory Ethical Decision-Making training	Steve	Access online Accountable and Ethical Decision Making (AEDM) training to help you make ethical decisions and act in the public interest. The online AEDM training includes: <ul style="list-style-type: none"> valuable information to guide your decisions and actions as an employee links to relevant policies and resources case studies a questionnaire to check your knowledge the option to print a certificate. Members will participate in the training and let Steve know when they have completed it.
8. Finances Update	Jackie	Jackie presented the 2023 financial information and answered questions. The 2023 finances were noted by the School Board.

9. 2023 Voluntary Contributions and Charges	Jackie	Jackie presented the information.
10. School Review	Steve	Report has not been received yet. The outcomes was very good. The school was offered a 5 year turn around but chose a 3 year one as it fitted with the Business Plan review timeline. Glenn asked for the School Board to send a thankyou to staff and those involved in the review for their work. This will be done by Steve.
11. Dress Code	Steve	Review and discuss. Changes to be made: <ul style="list-style-type: none"> • Include 'bloomers/bike pants' with leggings • Include a statement about acrylic nails not being permitted • Edit the excursions statement to include wearing of the school dress. • Change wording of piercings to 'not recommended'. Query about including a sports style dress as part of the uniform. The feeling is that there are enough options for the uniform.
12. Annual Report	Steve	Reviewed and discussed.
13. Out of School Hours Care	Steve	Camp Australia have been asked to submit what they can offer if the agreement is continued for one more round. This can be done for up to 5 years. An EOI process will be considered based on their response.
14. General Business	All	<ul style="list-style-type: none"> • Request to find out what is happening with the cross walk. Steve will contact the COW to find out. • Request to do something to improve carpark congestions. Board is not in favour of people wearing vests and getting into conflict with parents. School will continue to remind parents about things they can do to reduce congestion. There is no easy answer, patience is the key. COW Rangers will continue to patrol and issue fines. The school is also participating in the Your Move program. • Website needs to be updated to include all members and list Rachael as Chair. • Canteen – need to check PA as they did not hear the lockdown message during the recent drill. Steve will do this. Need to send someone to check they have locked down during drills. • Steve thanks Elle for her role on the Board since 2019. Glenn asked if a letter from the Board could be sent to Michael and Elle. • Steve to send Rachael templates for preparing Agendas and Minutes.
Next Scheduled Meeting	Week 7 Term Two 2023, 6 June	