

Meeting Opened 5:03pm

Daniel POLLACCHI	School Board Chair
Mark BRADSHAW	Principal
Ted WATTS	Community Representative
Jasmine Henderson	Parent Representative
Michelle NINYETTE	School Representative
Emma-Mae KAPUSCIK	School Representative
Matthew HOBLEY	School Representative
Jacqueline REDDINGS	Parent Representative
Helen SCOTT	MCS, Grovelands Primary School, Guest

Apologies

Sarah GREENWOOD	Community Representative
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Welcome – Daniel

Daniel welcomed all to the meeting.

Conflicts of Interest – Daniel

Daniel asked if any members had any identified conflicts of interest, based on the agenda. No conflicts were identified.

Previous Minutes – Daniel

Daniel asked for any input on previous minutes.

Minutes noted as true and correct.

Moved: Matt Seconded: Michelle

Finance Report – Helen

Helen talked through the provided documents (Cash Report, One Line Budget Statement, Salaries Plan, Student Centred Funding Statement, Comparative Budget Report).

- Increase in funding for Special Needs students and COVID Cleaning this term
- Healthy funds within our salaries, largely due to staff shortages
- ~35% of families have paid their Voluntary Contributions in 2022
- Most cost centres are completing their spending for 2022

Helen shared that we had a whole day Finance Meeting last week, looking at next year's budget. Some items are still outstanding and will come to the Board at a future meeting, possibly next year. Mark acknowledged Helen's work for this extended Finance Meeting.

Moved: Daniel Seconded: Ted

Voluntary Contributions & Charges 2023 – Helen

Helen presented the document to go to families. We have created a more succinct format this year to make it easier for parents.

- Helen noted the change to \$10 per term per student
- Family maximum of \$80 per family, on request

- School charges for optional activities – updated to reflect current offerings

Suggested that the following statements on the document be noted in bold:

- The charge listed is the maximum projected cost for the activity
- Maximum cost per item (adjacent to Year 6 Graduation Shirt)

The Board collectively endorsed the document presented, pending the adjustments to bold type.

Personal Items List 2023 – Helen

Helen spoke to the documents provided and explained the process.

- Scrapbooks removed from all lists
- Staff provided feedback
- We reduced the number of some requested items
- Removed the playdough 'cooking' ingredients from Kindergarten/Pre-primary lists. Discussed that parents can choose to dough-nate (thanks, Matt!) these items
- Ensured that all lists were under \$70

The Board collectively endorsed the documents presented.

Board Effectiveness Survey – Daniel

Mark asked for Board member feedback on the results from this year's survey.

- Daniel – noted roles of Chair & Principal are perceived as well defined; appreciated Helen's commitment to stay back to communicate Finance Information to the Board; roles & responsibilities are seen as well defined. Items to improve – working on the School Strategic Plan; and hopeful to see further parent input as we further promote the Board; noted that minutes are always accurate; need to encourage quieter members to contribute (Ted suggested questioning quieter members/asking for input); routine matters are taking up less meeting time as we continue to refine the meetings; accessibility of Board minutes – they do go on the website, but Daniel had difficulty finding them. Mark suggested we send the minutes as a direct link to families; Daniel is looking at amending the agenda format; we need to develop a succession plan for replacing members; suggested having a Deputy Chair; suggested altering the start time of meetings; Chair reporting to School Community after meetings – suggested a brief Connect notice; including time to develop strategy in each meeting; Induction package is prepared and ready for new members
- Mark – noted Board is not actively involved in the Annual Reporting Process. He questioned how we might address this; noted Board being involved in the Strategic Plan as a growth opportunity; encouraged members to suggest ideas for collegiality
- Emma-Mae suggested offering hybrid (mix of in-person/Webex attendance) meetings in future or alternate in-person/online
- Mark suggested that 2023 Board Training is based on 'Module 3: School Planning' and sought Board endorsement to pursue an in-person session for our second meeting of 2023. The Board agreed to this suggestion.

Strategic Plan: Rollover to 2023 – Mark

Mark shared that the Department has recommended that schools extend Strategic (Business) Plans that end this year by another year, due to the impact of COVID on schools in 2022. He sees this as a benefit for our school.

Moved: Ted Seconded: Daniel

Community Survey – Mark

Mark was disappointed that the response rate was lower than previous years. The feedback was very positive. A reasonable representation of families across K-6 responded. Daniel noted that there was a positive regard for the teachers.

Visions of an Inspired Future – Daniel

Jasmine has her husband (Keith) willing to present – he was a compositor and quarantine officer.

Michelle – shared that one or two of her sons could come and speak about working at Roy Hill.

Daniel asked what the staff thought would be useful – feedback was that the journey was interesting; engaging topics; ensuring that students are aware that their postcode is not an inhibitor to their success.

Mark digressed and shared the itinerary for Activity week. Based on this program, Mark suggested Friday, 2 December at about 9:15am. Daniel and Keith will need to meet and discuss how they might present. Mark will advise the teachers of this timeslot.

School Development Days – Mark

Mark shared that there will be a slight change due to the needs of the network.

Compulsory Dates: Monday/Tuesday, 30/31 January; Friday, 15 December

Proposed School Dates (Start of Terms 2/3/4):

Monday, 24 April

Monday, 17 July

Monday, 9 October

Moved: Daniel Seconded: Michelle

Good Standing Policy – Daniel

Daniel raised that a parent had contacted him regarding school attendance being unfairly included in the Good Standing Policy. Jacqueline was also contacted regarding students attending appointments. Daniel did redirect the parents to the school for clarification.

Discussion about genuine sickness/regular appointments being taken into account. Mark had been approached by a parent regarding uniform being included.

Mark suggested that an article could be published in the school newsletter to advise of how attendance is recorded.

Discussion about Dress Code Policy and a minor amendment to this document, due to a typographical error (exclusion of shoes). Mark had Daniel sign the revised document.

Discussion about sourcing a more robust broadbrimmed hat for families to purchase for future.

General Business – Daniel

- Jasmine – Uniform Shop has asked whether they can include shorts with pale blue piping on the sides and skorts similar, \$15/\$20 respectively. Jasmine will bring to the next meeting for viewing.
- Ted asked whether we wished to renew his term. The Board agreed that we did wish to have him continue and had decided this at the previous meeting.
- Matt will be on leave from the end of Week 7 until end of Term 3, 2023. He will attend meetings as much as he can, virtually.

Meeting Review

- Ted: Happy to be back, will book time with Mark re: Leap program for 2023, promoted Christmas Cakes and gave order form
- Daniel: Insightful meeting, springboard for the future
- Matt: Loved reading both surveys, particularly the parent/community one
- Jacqueline: Pleased to be back in person
- Michelle: Enjoyed the productive meeting
- Emma-Mae: Productive meeting and enjoyable
- Mark: Pleased that the Board Training was accepted
- Jasmine: Pleased about the Uniform push, so we know which school students are from

Meeting Closed: 6:46pm