

Board Meetings 18 November 2021

Minutes

Meeting Date: 4:30 pm 18 November 2021

Chairperson: Brad Holme **Minutes:** Annie Chua

Attendees:, Brad Holme, Karina Meldrum, Viv Miguel, Glynn Geen, Trish Davison, Han Ho, Chelsea Packer, Annie Chua, Dominic Ong

Online: Trish Davison, Jenny Cotham (observer)

Apologies: Andrew Dunn

Agenda	Time and speaker	Discussion/Tasks	ACTIONS	
			What needs to be done What needs to be communicated	Who and by when
Welcome	Brad	Three highlights: School Review – Glowing reviews Music Gala – Wonderful performances P&C event - Dad's Camp – Great event many parents engaging. ✓		
1. Endorsement of previous minutes.	Brad	Previous minutes. ✓		Unanimously endorsed
2. School Board Training Snippet	Karina	Non board members can attend school board meetings (in this case, Jenny Cotham ex-board member) but as an observer only, unless at the invitation of the chairperson. We must have an annual 'open' public School Board Meeting. Open board meeting will be next meeting.		
3. Finance update	Mool	Strong fiscal management has ensured we are on track to meet all targets and spending in all budget areas for 2021. ✓	Mool thanked for his input.	

		<p>Preliminary One Line Budget Statement – School Revised – Issued on 18 November 2021 was shared with the Board.</p> <p>Queries in relation to what targeted initiatives as to what targeted initiatives are were addressed by Mool providing examples such as (graduate monies, L3 classroom teacher monies).</p> <p>Clarification provided on special characteristics funding – Disability and EAL/D</p>		
4. Charges and contribution	Karina	<p>School Board endorsement sought for approval of the 2022 Charges and Contributions as tabled and sent as pre-reading.</p> <p>There is a minor change of Band Instrumental Tutor Fees from \$120 to \$130. ✓</p> <p>Contributions and charges are overall reduced cost to parents in 2022 as compared to 2021.</p> <p>Board unanimously endorsed the Contributions and Charges Schedule for 2022. ✓</p>	<p>Karina will delete 'Digital subscriptions accompanied with Workbooks for Maths Yr's 1-6 and Spelling Yr's 1-3' and share information. (typographical error)</p>	<p>Approved by Glynn Geen Seconded by Chelsea Packer</p> <p>Mool to send out to community within the coming week.</p>
5. Public School Review	Karina	<p>Full document was sent out to Board Members. It will be uploaded to the new school website and also to 'Schools Online' as it is a public document.</p> <p>We were exemplary in all domains.</p> <p>Karina shared a document highlighting the main points from the full document. The document is titled: "Winthrop Primary School: Public School Review – Domain Summative Statements".</p> <p>The highlights were:</p> <ul style="list-style-type: none"> • Deliberate and nuanced approach; • Embedded culture of collaboration, mutual respect and trust between staff; 		

		<p>Two areas were discussed:</p> <ul style="list-style-type: none"> • Everyday; and • Early in the school year. <p>Everyday</p> <ul style="list-style-type: none"> • Be open, accountable and transparent in decision-making. (Board members gave this the highest rating of 4 – This is a routine part of how our school works.) <p>Early in the school year</p> <ul style="list-style-type: none"> • Encourage active participation in the P&C, School Council and other school decision-making groups. (Board members gave this the highest rating of 4.) • Behaviour Management Policy – It was felt there was a need to bring the message back to the parents. (Board members gave this a rating of 2.) • AIEOs – We don't have an Aboriginal Community. (Board members gave this a rating of 1.) • Training and skill development opportunities to parents and teachers. (Board members gave this a rating of 3) <p>It was agreed that when we next look into the details of these domains, we should focus on the domains with low ratings for planning and development in the Community and Engagement Plan.</p>		
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		<ul style="list-style-type: none"> • Unambiguously embraces and celebrates the diversity of families; • Authentic opportunities for staff to lead, grow and impact change in progressing both the school's strategic direction and that of the network; • Decisions about the allocation of financial, physical and human resources are researched and evidence-based, with a focus on improving outcomes for students; • A culture of collective efficacy and commitment by all to be accountable and responsible for every student's journey; and • Progress is everyone's business, attention is given to creating a shared culture in the assessment, monitoring and reviewing of student performance. <p>The next Public School Review will be in 3 years time as it is deemed to be the most appropriate with the changes that the school will be undergoing in the next few years.</p> <p>Karina thanked the School Board for its support throughout the process.</p> <p>The School Board thanked the Principal and the teachers for a job very well done. The school board acknowledged and congratulated the Principal for her leadership and management of the school self assessment and review process with a large staff, to a high level across all domains, particularly in light of her limited time in the role in a solo capacity.</p>		
6. Community Engagement Plan	Karina	The School Board looked into the Domain Rating Scale for 'Decision-Making – Strategies for Improvement'. Chelsea Packer and Han Ho were thanked for their submissions.		

7. Endorsement of SDD 2022	Karina	SDD dates endorsed for 2022 26/27 Jan → 27/28 Jan. 26 April 19 August 10 October 16 December ✓		Unanimously endorsed.
8. Pearls of Wisdom Book Launch	Karina	Pearls of Wisdom Book Launch will be held on Friday 3 rd December 2021 from 6 pm – 8 pm at The Winthrop Library Courtyard. Please RSVP by 29 November 2021. ✓		
9. Any other matters if time permits	Brad	School Board Open Meeting – to be held on 9/12/2022. ✓ It was suggested that the public School Board Meeting would incorporate a pre-registration to ✓ School Board Effectiveness Survey – organised by Karina for 2021.	Karina to advertise of Latest Links and on School Website	
10. Summary of meeting	Brad	Brad thanked Board Members for their attendance. Meeting closed at 6.15 pm.		
Next meeting agenda item :				
Next Meeting: Thursday 9 December 2021 4.30 pm				

Brad
9-12-21

Karina
9-12-21