

Winthrop Primary School

8 June, 2023

School Board Meeting Minutes

Apologies: none

Absent: Glynn Geen

Attendees: Brad Holme (Chair), Viv Miguel, Karina Meldrum (Principal), Han Ho, Chelsea Packer, Trish Davison, Simon Dufall, Angelia Figliomeni, Glen Yeo, John So

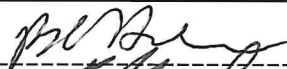

Minutes: Viv Miguel

Commenced: 4.30 pm **Concluded:** 6pm

TOPIC	DISCUSSION	OUTCOMES/ ACTION	WHO
Welcome and previous minutes	<p>Brad (as Chair) opened meeting and welcomed everyone.</p> <p>Previous minutes read through and endorsed.</p> <p>Business arising from previous minutes:</p> <ul style="list-style-type: none"> • Clarification regarding "Good Standing" - any behaviour issues entered on the DoE Integris system remain there into High School (gov't schools only) • WPS Annual Report publicly available on WPS website and Schools Online 	<p>Minutes 23 March 2023 unanimously accepted and endorsed.</p> <p>Signed by Board Chair</p>	Brad Holme - Board Chair
Finance Report	<ul style="list-style-type: none"> • Salaries component of the One line budget is on track (i.e. not over) • Larger amount money in the Cash Budget due to holding money required for the C/D block playground to be built next holidays • Expenditure is on track to meet 96% required minimum, for 2023. • Question about the fees/facilities hire – Community use of school facilities is welcomed and managed through Common User Agreements – managed at local level but sent to DoE Corporate Services for approval. Mool & Karina explained that groups hiring school facilities needs to cover the costs incurred such as lighting for netball courts etc. 	<p>Noted</p> <p>Board members received finance and budget update and Operational Dashboard documents – Comparative Budget</p> <p>The cash budget is noted by the Board</p>	<p>Karina Meldrum</p> <p>Mool (Manager of Corporate Services) for school</p>
Funding Agreement	<ul style="list-style-type: none"> • Every school has a funding agreement with DoE • 96% of the annual funding must be expended for current students in the current year. • Link between funding and the school's targeted initiatives. • Extra funding provided for students with disability, EAL/D etc – Special Characteristics. 	<p>Funding Agreement noted by the Board and copy posted in School Board Connect Library</p>	Board Chair to sign

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Policy Review Timeline	<ul style="list-style-type: none"> Each term, relevant policies will be reviewed and revised by the Board where necessary. Term 2: <i>Student Duty of Care Policy</i> and <i>Electronic Devices Policy</i> 	Relevant policies included in handout.	Karina Meldrum
Student Duty of Care Policy	<ul style="list-style-type: none"> Very little change from previous policy. Deputies will check school grounds before 8:35am to ensure students are following policy guidelines 	Policy endorsed by Board Any feedback on policy can be given via Connect	Karina Meldrum
Electronic devices policy	<ul style="list-style-type: none"> This is the DoE policy which all gov't schools follow Simon will find out about liability if electronic devices stolen from school bags Policy will also reference the school's BYOD 1:1 policy Amendments may be needed e.g. students who may use phone for approved reasons 	Policy endorsed by Board Any feedback on policy should be given ASAP via Connect (before Yr 6 camp)	Karina Simon
Next meeting August 10	<ul style="list-style-type: none"> Karina suggested an extra meeting on August 10 to begin work on Domain 1 of new Business Plan - either face-to-face or Webex /Teams 	Karina will survey via Connect notice which style of meeting is preferred	Karina

Signed:  (School Board Chair)
 Signed:  (Principal)
 Date: 31-08-23