

School Board Meeting Minutes

21st March, 2024

Chair: Brad Holme

Secretary: Simon Dufall

Commence: 4.30 pm

Attendees: John So, Trish Prince, Han Ho, Brad Holme, Chelsea Packer, Simon Dufall, Karina Meldrum, Glyn Geen, Vivienne Miguel

Apologies: Angella Figliomeni, Glen Yeo

Topic	Discussion	Action	Who
Welcome and previous minutes	Review of minutes of open public board meeting, December 5 th , 2023. School board training is available to any members who wish to attend The minutes were read, accepted as a true representation and noted.	Approved	Brad Holme
Finance Report	Introduction of new MCS, Kerrie Dann. Current school finances presented. Increased enrolment in 2024 – 597 students. 20 classes 5 specialist teachers. Census has been completed with students within special characteristics noted in areas where additional funding is provided. (Disability, EAL/D, social disadvantage). The report was presented, along with a cheat sheet to interpret the one- line budget. The finance report was noted.	Noted	Karina Meldrum
Uniform	New polo has been launched and supplied. Children are wearing it. Sales have been high, and we have already contacted the supplier JFE to seek dates for second delivery and to inquire about long sleeved version of the top. Also seeking costing and availability of staff shirts. Karina explained where the school was up to with the new polo. Lisa Chamberlain was thanked for taking on the JFE account. A long sleeved version of the polo is coming as a sample soon. A staff shirt is also coming in as a sample soon. Noted.	Noted	Karina Meldrum
Annual Report	Included in School Board Connect Library for pre-reading. Report is tabled to school board for review. Minor edits and formatting will be addressed prior to publication by the school. School board notes the 2023 Annual Report. 2023 Annual Report will be submitted to the DoE by the close of the term and is available to community via Schools Online and on the school website. Karina explained the annual report and it was noted by the Board.	Noted and Input	Karina Simon
Business Plan	DRAFT included in School Board Connect Library for pre-reading. Edits are handwritten on these. These will be professionally edited prior to publication. School Board has already had input into the development of the 2024 – 2026 Business Plan at the Extraordinary meeting on 10 th August 2023. Business Plan 2024 – 2026 DRAFT is now complete for review and input of the school board. Single page parent overview document has been designed for ease of reading for parents. It is a snapshot of the whole document and will be made available in multiple languages. Karina explained the new Business Plan. Amy Williams to be thanked for her work in collating and formatting the Business Plan. The Business Plan was noted.	Noted and Input	Karina
Policy Review Schedule	Principal tabled Policy Review Schedule for 2024. Noted.	Noted and input	Karina
Other Business	Principal Selection Process <ul style="list-style-type: none"> ○ Applications closed Feb. 8th, 2024. ○ Interviews were held for short listed applicants. ○ Applicants will be advised of outcome in the coming weeks. ○ School Board Chair will advise community via Connect notification of outcome of the process. ○ Expected completion time of this process – end of Term 1, 2024. The Principal recruitment process is still underway. There will be an outcome by the start of Term 2. SSTUWA will be having a half day stop work meeting on Tuesday, April 23 rd . Next School Board is Thursday, June 6th. Meeting closed at 5.50pm	Noted	Karina

Approval:   06/05/2024
Signed

