

Noranda Primary School Board Meeting

Our School Community Supports, Challenges and Inspires each other to Personal Excellence



Date:	16 February	Chairperson	Lisa Martin
Time:	5.30pm	Minute recorder	Celia McCarthy

Attendees:	Kristy Harrison, Lisa Martin, Celia McCarthy, Kelly Maher, Michael Field, Sallie Sampson, Kerry Fullarton, Matthew Deaves,
Apologies:	Joanne Bassett, Alan Radford
Resignation:	

1.0 Agenda / Discussion Discussion/Decision
1. Welcome (Lisa)
<ul style="list-style-type: none"> Lisa opened the meeting and welcomed attendees.
1.1. Declaration of Conflict of Interest (Lisa)
<ul style="list-style-type: none"> Nil
2.0. Minutes of previous meeting (Lisa)
<ul style="list-style-type: none"> That the minutes of the October meeting are a true and accurate record. Approved unanimously
2.1 Actions from Previous Meeting (Kristy)
<p>school car park flooding issue is now resolved. The car park area has been re bored and should stop the flooding into the car park. Soak wells have also been fixed in the area as they were not sufficient for the quantity of water.</p> <p>The Communication strategy will be discussed later this meeting.</p>

3.0 REGULAR AGENDA ITEMS

3.1 Correspondence (Kristy)

1. Outgoing: Lisa's email to Board members regarding Principal position
2. Incoming: Expression of Interest received for parent membership

3.2 Finance Update (Kristy)

Kristy presented the preliminary budget including future projections. The finalised budget will be in the coming weeks as Student Census was on 11/2/22 which populates our Student Centred Funding. Lyn Sarti will present this at the next Board Meeting. Currently our Annual Budget is over 4M

3.3 Board Tenure

One expression of interest received from current Board member Michael Field.
Michael Field has been reinstated as a parent Board member for a tenure of 3 years.

3.4 Business Plan Draft

Board members approved the draft Business Plan. Positive feedback received including how professional it appeared.
Current staff were happy to be involved with the process.

4.0 NEW BUSINESS

4.1. Annual Report

The 2020 Annual Report was presented to all Board Members to view and discuss the format for the 2021 Annual Report. Kerry Fullarton presented the report and ran through each section. Feedback was well received by Board Members and view was to keep

celebrations and other areas the same. The addition of a Tribute to Jeff Murphy was suggested. The draft Annual Report will be distributed for the next meeting to endorse.

4.2. 2021 reflection

Following School Board training last year, we identified some areas of focus for the School Board in 2022. These are:

- Terms of Reference as previous version were from 2015. All long term members (Lisa and Michael) to check if they have a more recent version of ToR.
- Code of Conduct
- Communication Strategy of Noranda PS

4.3 Communication Strategy

Communication around the school has improved with the use of Dojo and has been noted as an effective communication tool. Facebook socials have also been well received. Kristy advised the feedback she has received from non-ESL parents is when commas are used in sentences translation appears difficult to read.

Discussion around the Clasdojo platform as a way of communicating in place of the parent information sessions in person was discussed. This was deemed the most easily accessible platform with the time constraints we had, however inconsistencies between how teachers presented this was a challenge.

4.4 Principals Position

Advertisement for the permanent position of Principal at Noranda Primary School was advertised 16 February 2022. The position will be open for 2 weeks. The successful candidate will commence in Term 2

5.0 SCHEDULED BUSINESS

5.1 P&C Update

Lisa Martin was unable to provide an update as the first meeting is to commence after the Board Meeting
Lisa did advise that P&C members will be discussing the way forwards with regards to fund raising and social events

6.0 UPCOMING AGENDA ITEMS

6.1 Board Membership
The Board welcomed two new staff members, Sallie Sampson and Kerry Fullarton
6.2 Development of School Board Visioning and Planning
To be discussed at next Board Meeting Wednesday 16 March
7.0 CLOSING
Meeting closed at 6.50pm Next Meeting 16 March 2022
7.2 Board reflections

Summary of Action Items			
Date	Action	Who?	Due Date

Next Meeting Date: Wednesday 16 March 2022

Chairperson: _____ Signed: _____ Date: _____