

Noranda Primary School Board Meeting

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



Date:	16 March 2022	Chairperson	Lisa Martin
Time:	5.30pm	Minute recorder	Celia McCarthy

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

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 February meeting are a true and accurate record. Approved unanimously
2.1 Actions from Previous Meeting (Kristy)
Nil

3.0 REGULAR AGENDA ITEMS

3.1 Correspondence (Kristy)

Nil

3.2 Finance Update (Lyn)

Lyn Sarti – Manager Corporate Services tabled the 2022 Budget.
Budget is in surplus based on 370 students.
Voluntary contributions to date are:
Kindy \$1,700
Pre-Primary \$1,600
Year 1-6 \$9,825
The 2022 Budget was formally endorsed by the Board.

4.0 NEW BUSINESS

4.1. Terms of Reference

Board Members reviewed the Terms of Reference and agreed to the following;

- Number of members of the Board will be a minimum of 10
- The composition of the Board will consist of;
 - a. 2 Members of the general community
 - b. 2 Staff of the school in addition to the principal
 - c. 5 Parents
- Number of meeting decided by Board will be a minimum of 4 ordinary meetings in each year
- The chairperson will give to the school community not less than 14 days formal notice of an ordinary meeting
- The Board will determine that medium for formal notice via website is 7 days.
- Board meeting dates will be posted in advance on the Noranda Primary School Website.
- The Chairperson will give to all members and the school community not less than 2 days formal notice of a special meeting
- 60 percent of members present in person or virtually at a Board meeting constitute a quorum

- The chairperson will give 7 days' notice of a motion to be proposed at a meeting
- The chairperson will give 5 days' formal notice to members that a motion will be proposed at a meeting
- Procedures for counting of votes will be a show of hands or ballot

Kristy to update changes and circulate to Board Members

4.2 Annual Report Draft

Lisa Martin to distribute a draft Board Summary Report to be included in Annual report for Board member approval

4.3 Good Standing Policy

Kristy tabled the Good Standing Policy which has now been updated to include a flow chart
Communication will be given to students on the understandings of Good Standing
We will hold an additional meeting via Teams to discuss and finalise the endorsement of the Good Standing Policy

4.4 Bus Providers

Kristy advised the Board that parents have raised concerns over school buses having no seatbelts
There will be more cost associated with Bus Providers using seatbelts
To be included on the Agenda at the June Board meeting.

4.5 Covid Update

Kristy advised the Board on updated close contact rules and the process surrounding these updates
Students identified as close contact will be isolating other than attending school if they produce a negative result either RAT/PCR.
Household close contacts isolate for 7 days.
All state government figures are reported to Department of Health

5.0 SCHEDULED BUSINESS
5.1 P&C Update
<p>Lisa updated the Board on upcoming P&C events which included the Bakers Delight Hot Cross Bun Fundraiser and guess the Easter Egg competition to be run by School Faction Captains</p> <p>Discussions at today's P&C meeting will be around Easter Fundraising</p>
6.0 UPCOMING AGENDA ITEMS
6.2 Resourcing
7.0 CLOSING
<p>Meeting closed at 7.00pm</p> <p>Next Meeting Wednesday 8 June 2022</p>
7.2 Board reflections

Summary of Action Items			
Date	Action	Who	Due Date

16/3/22	Lisa to email Annual Report Board summary for 2021	Lisa	
16/3/22	Kristy to distribute the Board minutes of February meeting	Kristy	End of week
16/3/22	Kristy to update Terms of Reference and circulate to Board	Kristy	Within week
16/3/22	Schedule special meeting to continue Good Standing discussion and allow time for reading	Kristy	Within week

Next Meeting Date: Wednesday 16 March 2022

Chairperson: _____ Signed: _____ Date: _____