

# Noranda Primary School Board Meeting

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



Date:	15 March 2023	Chairperson	Matthew Deaves
Time:	5.30pm	Minute recorder	Celia McCarthy

Attendees:	Kristy Harrison, Celia McCarthy, Kelly Maher, Michael Field, Sallie Sampson, Kerry Fullarton, Matthew Deaves, Ned Hatswell, Alan Radford, Lyn Sarti
Apologies:	
Resignation:	

<b>1.0 Agenda / Discussion Discussion/Decision</b>
<b>1. Welcome (Matthew)</b>
Matthew opened the meeting and welcomed all attendees.
<b>1.1. Declaration of Conflict of Interest (Matthew)</b>
<ul style="list-style-type: none"> <li>Nil</li> </ul>
<b>2.0. Minutes of previous meeting (Matthew)</b>
<ul style="list-style-type: none"> <li>That the minutes of the February 2023 meeting are a true and accurate record. <b>Approved unanimously</b></li> </ul>
<b>2.1 Actions from Previous Meeting (Kristy)</b>
<ul style="list-style-type: none"> <li>Board members were unable to complete Mandatory Training as online courses were not available on the website.</li> <li>School Board Training is scheduled for Board Members on Wednesday 29 March at 5.30pm</li> <li>Future 2023 Board calendar invitations were sent by Kristy.</li> <li>Ned Hatswell signed and returned the Code of Conduct.</li> </ul>

- Facebook post community member deferred.

### 3.0 REGULAR AGENDA ITEMS

#### 3.1 Correspondence (Kristy)

Nil

#### 3.2 Finance Update

Lyn Sarti provided a rundown of the School Budget to Board Members.

Noranda Primary School operates with a one-line budget, which is placed into a student centre funding model.

Funding is based on the year level of each child enrolled at Noranda Primary School in line with census that occurred in Week 3 February 2023. As of 17 February, there were 359 students present at Noranda Primary School which is how funding is calculated.

Funding is based on different amounts for different year levels Kindy, PP to Year 3 and Year 4 to Year 6

Lyn advised the money we anticipate receiving is \$3,791,550.83 and are currently operating on funds rolled over from last year.

Underneath the One Line budget is the Salaries budget and then the Cash budget which is used to pay for utilities and running of the school. Of that money, the majority is used for salaries whereby we move \$230,000 from salaries into the school cash budget in order to operate. Lyn advised the Voluntary Contributions is anticipated at \$15,000 and Their Care (out of school providers) pay Noranda Primary School \$22,727. Money carried over from last year not spent is carried over, allowing a total of \$425, 235.

The P&C contribution of \$5.00 came to a total \$610 which has been transferred to the P&C.

The Voluntary Contributions received to date was \$13755.

#### 3.3. Board Compliance

School Board Training is scheduled for Wednesday 29 March 530 - 730pm to be held in the library.

All questions can be sent to Kristy prior.

Kristy received an overwhelming response for attendees with 40 participants across the Morley Network. Food will be available on the evening.

**Action:** Kristy to arrange nibbles.

The Community Member Vacancy position is still vacant. Kristy advised the Board she has been in contact with Leanne McDough who is working in the background to see if there is a local Elder or Aboriginal person who is able to come onto the Board as a community member to support our aim of cultural inclusion and responsiveness across all school opportunities.

**Action:** Kristy to update Board at next meeting

#### 4.0 NEW BUSINESS

##### 4.1 Annual Report

Kristy presented the Annual Report School Board reflection submitted by Previous Board Chair Lisa Martin. Discussed this to go forward with the addition of a thank you to Lisa.

**Action:** Matt to add to submission and send to Kristy

The Annual Report in entirety needs to be viewed and endorsed by the Board which we will do via email later this term.

**Action:** Annual Report to be sent to Board members by Kristy to be endorsed post meeting via email by Board Members.

##### 4.2 Business Plan Progress

Kristy shared the Business Plan Target Achievement for 2022 – 2024. The Plan is not yet shared with staff and is in confidence. Kristy tabled the academic and non-academic results for year Kindy to Year 6 students. Staff will workshop this further and make plans to address areas of deficit and / or target modification.

##### 4.3 Correspondence

Board members discussed ways on increasing Board Communication.

Suggestion was made to have a mailbox to receive communication. Kelly Maher has offered to manage the mailbox.

**Action:** General Board email address to be created by Kristy and managed by Kelly Maher.

##### 4.4 Public School Review

Kristy shared the Public-School Review process with Board Members

**Action:** Kristy to share the Public-School Review process, The Standard and the previous Noranda PSR Report of 2020

#### 5.0 SCHEDULED BUSINESS

##### 5.1 P&C Update

Celia advised Board members the P&C held their first meeting and secured dates for all future events/fundraisers for 2023.

Celia advised the Board that she and Mailee Martin (P&C member) applied for a Grant via the Bayswater Community Pitch Program of up to \$,5000 if shortlisted Celia will attend an evening on Wednesday 10 May to provide a pitch to a panel. If successful money received will be used for the computer room upgrade.

**6.0 UPCOMING AGENDA ITEMS**

**6.1 Training of March 29**

**7.0 OTHER BUSINESS**

Kelly Maher raised the patch work on the tennis courts asking if changes would be made. Kristy confirmed the repair work met standards and no changes will be made.

Matthew Deaves raised concerns of a parent who requested if the school could possibly provide resources for cyber safety. Discussions were held around Cyber Security.

**Action:** Investigate avenues to support parents in managing and supervising their children’s online use including specific Applications.

**7.0 CLOSING**

Meeting closed at 7.10pm  
Next Meeting Wednesday 10 May 2023

Summary of Action Items			
Date	Action	Who?	Due Date

15 March 2023	Arrange food/nibbles for Board Training on Wednesday 29 March	KH	
15 March 2023	Complete Annual report School Board submission and circulate	MD	
15 March 2023	Circulate Annual Report to be endorsed by Board Members out of session	KH	
15 March 2023	General Board email address to be created by Kristy and managed by Kelly Maher.	KH	
15 March 2023	Circulate the Public-School Review process, The Standard and the previous Noranda PSR Report of 2020	KH	
15 March 2023	Investigate parent information and support in managing children's online activities	KH / MD	

**Next Meeting Date:** Wednesday 5.30pm 10 May 2023

Chairperson: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_