

Noranda Primary School Board Meeting

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



Date:	2 August 2023	Chairperson	Matthew Deaves
Time:	5.00pm	Minute recorder	Celia McCarthy

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

1.0 Agenda / Discussion Discussion/Decision
1. Welcome (Matthew Deaves)
Kristy opened the meeting and welcomed all attendees noting apologies from Sallie Sampson Celia McCarthy will be late to attend the meeting and arrived within minutes of the commencement Matt Deaves starting the meeting via phone and arrived in person during meeting
1.1. Declaration of Conflict of Interest (Matthew Deaves)
<ul style="list-style-type: none"> Nil
2.0. Minutes of previous meeting (Matthew Deaves)
<ul style="list-style-type: none"> Matthew confirmed Minutes were circulated to Board Members. All members approved the minutes from June 2023.
2.1 Actions from Previous Meeting (Kristy Harrison)
<ul style="list-style-type: none"> Board Self-Assessment Survey: All Board members completed this survey and results and data will be analysed further in tonight's agenda. Mandatory Board Training modules: There are still issues for non-DoE employees accessing these General Board email address to be created by Kristy and managed by Kelly Maher: Kristy has attempted to establish this, however does not have an additional phone number for recovery to use. Matt suggested he may be able to work on an alternative using an alias account. Modification of Agenda to include our decision types: This has been completed and is evident in tonight's agenda.

3.0 REGULAR AGENDA ITEMS

3.1 Correspondence (Kristy Harrison)

Yes, an item from Matt which was discussed at end of the meeting as general business

4.0 NEW BUSINESS

4.1 Public School Review (PSR)

Kristy shared the outcomes of the Public-School Review collation from last meeting with Board Members. Members reviewed each section and provided feedback. Ned to make additional edits.

4.2 School Board self-assessment survey

Kristy shared the School Board self–assessment survey. Members reviewed the scoring for each question with discussions held around our scoring and where we sit as a Board.

4.3 Breakfast Club

Kristy advised that Breakfast Club commenced in Room 3 and was well received. Four parents have registered to collect food from Foodbank. Year five students will be assisting parents/carers to serve under their supervision. Kristy discussed the need for a washing station and will source quotes.

4.4 Behaviour and Communication

Discussions were held regarding a letter received by the Board Chair regarding a particular student’s behaviour. From discussions held, communication, expectations and appropriate levels of transparency were discussed. Kristy encouraged parents to discuss with her directly any issues or concerns. Confidentiality of all students influences what can be shared. The board role is to understand school policies and procedures and encourage parents with concerns to address them to the school leadership team.

5.0 SCHEDULED BUSINESS

5.1 P&C Update

Following today's meeting the P and C will be holding their Annual General Meeting. All Office Bearer roles will be up for nomination.
6.0 UPCOMING AGENDA ITEMS
6.1 On Entry Data
To be discussed at the next meeting
6.2 Charges and Contributions
To be discussed at the next meeting
7.0 OTHER BUSINESS
Discussions were held around the possibility of a person who may be homeless and sleeping near the bushranger's area. Kristy advised Board Members she had contacted Police, City of Bayswater and the local security. A tent has been erected with chairs and other items. Kristy will continue to investigate the situation.
7.0 CLOSING
Next Meeting. Wednesday 6 th September 2023

Summary of Action Items			
Date	Action	Who?	Due Date
2 August 2023	Kelly Maher to update her Parent Representative Biography.	KM	30 August 2023
2 August 2023	Kristy to continue to investigate the tent erected at the Bushranger's area	KH	30 August 2023

2 August 2023	Matt to investigate alias account for school board email address	MD	30 August 2023

Next Meeting Date: Wednesday 30 August 5.30pm

Chairperson: _____ Signed: _____ Date: _____