

Minutes of meeting No 8, Tuesday, 22nd November 2016

ATTENDEES: Ingrid Meyer (Community), Sean Stevens (Community)
 Bev Parker (Community), Jenny Ramshaw (Community), Tracie McDougall (Community)
 Penny Herne (Deputy Principal), Gemma Schwagermann (Staff), Rachel Martino (Staff), Andrew Malcolm
 (Principal), Leanne Pool (Community)

Priority	1.0	Welcome and apologies	ACTIONS
	1.1	Opening and welcome: The meeting was opened by the Chair at 2.04pm with a formal acknowledgement of country.	
	1.2	Apologies:	
	1.3	Confirmation of agenda: Confirmed	
2.0 Disclosure of interest			
	2.1	The Board noted that there were no real, perceived or potential conflicts of interest experienced by any member in relation to the items on the Meeting No 8. now on website.	
3.0 Minutes of previous meeting			
	3.1	Review minutes of previous meeting - Attachment 1: Chair presented to the Board the minutes of the 25 th October 2016 meeting for approval.	Approved
	3.2	Actions arising from the Meeting No. 7 - Attachment 2 Letter of Thanks for Centenary Open Day sent. Board position advertised in newsletter. Items 24 and 25 still open.	
4.0 Board Changes			
	4.1	Farewell to Tracie McDougall from the board. Andrew acknowledge her contribution to the board and the school over the years. Thanks for all your hard work. Welcome Leanne Pool onto the Board.	
5.0 Office Board Roles for 2017			
	5.1	Nomination and voting Chair – Ingrid Meyer elected unopposed Deputy Chair – Sean Stevens elected unopposed Secretary – Jenni Ramshaw Deputy Secretary – Gemma Schwagermann Moved: Rachel Martino Seconded: Bev Parker	
6.0 Business Plan Review			
	6.1	Last meeting the Board was presented with a draft DPA staff evaluation. Staff will continue their assessment of the DPA and the results shared at the first meeting in 2017. Audit to be done in early 2017 regarding student goal setting. Student goal setting is already underway across some of the years but needs to be done across the whole school. Principal and staff to review the language that is taught at Como Primary in 2017. Some Board members expressed interest expressed in an Asian Language.	

7.0 2017 Draft Budget			
	7.1	2017 projected One line budget based on current enrolments can sustain 15 classes for 2017 with careful budget management. Budget for interest of the board at this stage. The 2017 Goods and Services budget will go to Finance Committee for approval in early February 2017 and then presented to the Board at the first meeting in 2017.	
8.0 Reports and Operational Matters			
	8.1	Principal's Report – Attachment 5 School enrolments currently at 363 students for 2017. Voluntary Contributions at 85% School will have composite classes in 2017. There is no different in the teaching of a composite class as opposed to a straight class. Please reinforce the community of the benefit of having composite classes. There are 6 School development days next year.	
	8.2	Finance Report – Attachment 6 Covered in section 7.	
9.0 Other Business			
	9.1	School applied for 2 days of school chaplain. We were unsuccessful in our application.	
	9.2	Winter Beanie. Discussed with board which had previously decided to use hats all year round.	
	9.3	Having lunch at the end of the lunch break. To be on the agenda in 2017.	
10.0 Next Meeting			
	10.1	Term 1, February 2017, 2.05pm - 3.05pm Week 3	
11.0 Roundtable evaluation			
	11.1		
12.0 Meeting Close			
	12.1	The meeting was closed by the Chair at 3.05 pm	

Signed (Chair)

Date

Signed (Principal)

Date

Priority – For Decision(D), For Action (A), For Information (I)