

# School Board Meeting Minutes

DAVALLIA PRIMARY SCHOOL

<b>DATE:</b>	22 <sup>nd</sup> March 2023	<b>Meeting No.</b>	3/2022	<b>CHAIR PERSON:</b>	Adrian Fuller
<b>TIME:</b>	4.08 pm	<b>MINUTE SECRETARY:</b>			Sunny Kendrick

<b>ATTENDEES:</b>	John O'Neill, David Perry, Adrian Fuller, Mark Leaning, Dan Davis, Simon Haworth, Nick Shmakov, Mandie Shean, Sunny Kendrick
<b>APOLOGIES:</b>	

Ge	ITEM	LED BY	DISCUSSION / PROGRESS REPORT	ACTION & TIMELINE
1.	<b>WELCOME, WELCOME TO COUNTRY &amp; APOLOGIES</b>	AF		
2.	<b>MINUTES OF PREVIOUS MEETING</b>	AF	<i>Minutes from the previous meeting were table. Moved by JO and seconded by AF.</i>	<i>Accepted unanimously</i>
3.	<b>ACTIONS ARISING</b>	AF		
4.	<b>CONFIRMATION OF AGENDA</b>	AF		<i>Confirmed</i>
5.	<b>DISCLOSURE OF INTERESTS</b>	AF	<i>None</i>	<i>Discussed and noted.</i>
6.	<b>PRIORITY ITEMS</b> 6.1 <b>2021 One-Line Budget</b>	CN	<i>CN presented the One Line Budget (update)</i>	<i>Discussed and noted.</i>
7.	<b>OTHER MATTERS</b> 7.1 <b>Principal's Update</b>	JO	<ul style="list-style-type: none"> <li>• Staffing- Sophie Thorn on study leave. Replacement teacher withdrew just prior to the start of term. Semester 2 staffing is sorted. Term 2 may be sorted.</li> <li>• Year has started well. School running smoothly.</li> </ul>	<i>Discussed</i>

8.	<b>8.1 Election of Board Chairperson</b>	JO	<ul style="list-style-type: none"> <li>Chair was spilled and nominations called to be Board Chair for 2023. Nominations for Chairperson.</li> <li>ML nominated AF. AF unanimously elected.</li> </ul>	<i>AF unanimously elected.</i>
	<b>8.2 Meeting Days &amp; Times</b>	JO	<ul style="list-style-type: none"> <li>Discussed whether the 1<sup>st</sup> meeting of the year (Term 1 Week 3) is needed.</li> <li>It was agreed to maintain the current structure of 2 meeting per term</li> </ul>	<i>Discussed and noted to keep all dates but if no urgent agenda items 1<sup>st</sup> meeting will be cancelled.</i>
	<b>8.3 Code of Conduct</b>	JO	<ul style="list-style-type: none"> <li>Code of Conduct for Board Members was emailed out prior to meeting for all to consider</li> </ul>	<i>Tabled</i>
	<b>8.4 Terms of Reference</b>	JO	<ul style="list-style-type: none"> <li>Terms of Reference for was emailed out prior to the meeting for perusal</li> </ul>	<i>Tabled</i>
	<b>8.5 Annual School Report</b>	JO	<ul style="list-style-type: none"> <li>Enrolments cont. to climb</li> <li>Attendance- DPS has always set high target of 95% but community trend due to COVID after effect may require a shift in expectation.</li> <li>ML - NAPLAN data analysis. Missing 2020 data due to COVID-19</li> <li>National Schools Opinion Survey- Staff results &gt;4.2 all except one point, feedback.</li> </ul>	<i>Discussed DD moved. SH seconded. Moved and accepted.</i>
	<b>8.6 2023-2025 Business Plan</b>	JO	<ul style="list-style-type: none"> <li>2023-2025 Business Plan Draft for approval</li> <li>Board felt the business plan met the needs of the school</li> <li>Attendance target adjusted to reflect current situation. New target set at 92% attendance</li> </ul>	<i>Discussed &amp; noted. DD moved, DP seconded. Unanimous.</i>
	<b>8.7 Before and After School Care -Proposals</b>	JO	<ul style="list-style-type: none"> <li>Two proposals to conduct before and after school care were received. Care for Kids OSHC – OSH Club</li> <li>On balance, the Board felt the Care for Kids proposal and existing relationship provided greater benefit to the school community.</li> </ul>	<i>Care for Kids to be before and after schoiol care providers for the next 3 years.</i>

			<ul style="list-style-type: none"> <li>Board agreed a contract with Care for Kids should be approved.</li> </ul>	
	<b>8.8 Capital Works</b>	<b>JO</b>	<ul style="list-style-type: none"> <li>New Undercover Area tracking well. Approximately 4 weeks behind schedule.</li> <li>Traffic Management is problematic, however, we are not receiving complaints</li> <li>Oval grass did due to lack of water from broken reticulation piping. This has been rectified with JO endeavouring to source additional funding for rectification work.</li> </ul>	<i>Discussed.</i>
	<b>8.9 Clean Energy Technology Fund (update)</b>	<b>JO</b>	<ul style="list-style-type: none"> <li>Solar panels to be installed in May</li> <li>32.5kw system should return approximately \$14,000 to the school.</li> </ul>	<i>Discussed</i>
	<b>8.10 Election of New Board Members</b>	<b>AF</b>	<ul style="list-style-type: none"> <li>Postpone until after the School Review</li> </ul>	<i>Discussed</i>
	<b>8.11 Public School Review</b>	<b>JO</b>	<ul style="list-style-type: none"> <li>Electronic School Assessment Tool will be populated as part of the review. Board members will be walked through the evidence prior to the review date (14/06/2022)</li> </ul>	<i>Discussed</i>
<b>9</b>	<b>9.1 Other Business</b>			

**MEETING CLOSED:** 5:40PM

**SIGNED:**

**NEXT MEETING:**

10<sup>th</sup> May 2023