

Board Meeting Minutes



Principal (1) Kerry Chipchase Manager Corp Services (ex-officio): Lyn Harris/Bronwyn Thornton	Community Reps (3) Brendon Boyes (<i>June 2022 – June 2023</i>) Nathan Bushby (<i>August 2022 – August 2023</i>)	Parent Reps (6) CHAIR Amanda McGovern (<i>October 2018 – October 2023</i>) Anna Bunn (<i>April 2018 – June 2024</i>) Mathew Della Franca (<i>May 2021– May 2026</i>) Chris Wessels (<i>August 2021 – August 2024</i>)	Staff Reps (3) Emma Gallagher (<i>Feb 2023- Feb 2025</i>) Donna Gardiner (<i>Feb 2023- Feb 2025</i>) Sam Siney (<i>July 2021 – July 2023</i>)	Student Reps (2) Chloe Mouritz Grace Reid Brandyn Murley
Committee	School Board	SCRIBE: Katharine Harrington CHAIR: Amanda Mc Govern	DATE: 1 May 2023	
PRESENT:	Brendon Boyes, Anna Bunn, Nathan Bushby, Kerry Chipchase, Mathew Della Franca, Donna Gardiner, Amanda McGovern, Chloe Mouritz, Grace Reid,			
Apologies:	Sam Siney, Emma Gallagher, Brandyn Murley, Chris Wessels			
PREVIOUS MINUTES:	13 March 2023 Moved by: Mathew Della Franca Seconded: Anna Bunn			
NEXT MEETING:	Chair: Mathew Della Franca Date: 7 June 2023			

TOPIC	DISCUSSION	ACTION	WHO	DATE
Welcome and Introductions				
The Chair opened the meeting with an acknowledgement of country. <i>“I respectfully acknowledge the past and present traditional custodians of this land on which we are meeting, the Beeloo people. It is a privilege to be standing on Beeloo country. I also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the education of all children and people in this country we all live in and share together – Australia.”</i>				

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<p>Sam Siney has moved to another school. Expressions of interest for staff interested in joining will be sought. The Chair passed on her best wishes and thanks to Sam.</p>				
Conflict of Interest	<ul style="list-style-type: none"> Board members should declare any conflicts of interest (as per the Code of Conduct). 			
Financial Report	Discussion	Action	Who	Date
<p>1. Annual Budget and Funding Agreement to be noted.</p>	<p>Bronwyn presented the Annual Budget and the Funding Agreement to the Board.</p>	<p><i>The Board notes the 2023 Budget.</i> <i>Moved: Bronwyn Thornton</i> <i>Seconded: Mathew Della Franca</i></p> <p><i>The Board notes the Funding Agreement.</i> <i>Moved: Bronwyn Thornton</i> <i>Seconded: Anna Bunn</i></p>	<p>BT</p>	<p>7 June 2023</p>
	<p>Operational One Line Budget – Bronwyn presented the One Line Budget to 31 March. Discussion about reserve accounts. School determines these balances.</p>	<p>Further information on C&C will be provided from next meeting. Bronwyn to also provide information on YTD expenses. Members invited to email Kerry or Bronwyn any questions.</p>		
Business Arising				
<p>1. Annual Report</p>	<p>Four minimum requirements</p> <ol style="list-style-type: none"> Progress against identified priorities Student Achievement Funding Accountability Parent Student Teacher Satisfaction 	<p>All members of the Board received a copy of the Annual Report.</p>		

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	Discussion about Information in Annual Report including Priorities. Query as to Judgement of Priority 1 – this is self-assessment in an authentic space. 1 may mean need for more resources or “opportunity for Improvement” whereas those judged as 3 may have resources made available. Concern as to using 1-3 as scale for judgement by the school community.	DG to take to Exec team	DG	ongoing
School /Board Business				
1. Bushfire Plan Overview	Recent review of our Bushfire Plan. Two recent drills identified some issues, walkie talkie etiquette, maps of school (hydrants), Front Desk pack implemented. Working with DFES. Conversation with Eddystone Primary School identified surprising issues (Media, Communications, Parents).	No further action		
2. Community Representatives	<p>Amanda has tried to contact Chris Tung. Chris is no longer eligible as Community Rep but can serve as Parent Member.</p> <p>Nathan Bushby – verbal nomination for 2 years. Brendon Boyes – written nomination for 1 year.</p> <p>Nathan Byrom – former student AM has approached Lee Fox from Desborough Acct however She is unable to assist. Suggestion that IGA Sanderson Rd owners be approached as a community Rep.</p>	<p>Brendan Boyes will make contact.</p> <p><i>Acceptance of nomination of Nathan Bushby (2 years) and Brendon Boyes (1 year): Moved Mathew Della Franca Seconded: Anna Bunn Approved unanimously. AM/MDF and KC to meet. KH to arrange. MDF to reach out to IGA owners</i></p>	<p>BB</p> <p>KH</p> <p>MDF</p>	<p>Asap</p> <p>Asap</p> <p>ASAP</p>

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TOPIC	DISCUSSION	ACTION	WHO	DATE
3. Board Program for 2023	Discussion about staff presentations. Links – Staff Wellbeing, Teaching for Impact, Design and Tech, ICT, LEAP	Staff Wellbeing – KC to ask Mark Hardley to present at next meeting.	KC	ASAP
4. Election of Chair and Deputy Chair.	Amanda McGovern steps down from Chair of Board. Deputy Chair position vacant.	Mathew Della Franca’s nomination as Chair of Board accepted Moved: Amanda McGovern Seconded: Anna Bunn Mathew Della Franca elected unopposed. Nominations open for Deputy Chair. Please contact Mathew Della Franca to nominate.	Board members	ASAP
5. ESAT recommendation report	Kerry outlined updates to ESAT recommendations. Leadership Declared Conflict of interest. PD for Leadership Team previously delivered by Amanda McGovern through her role at WAPPA. Amanda McGovern is no longer working for WAPPA and is completing delivery of PD.	ESAT recommendations available on Connect for Board members.		
Principal’s Report				
	Staffing - Very challenging space to be in. Limited numbers of applicants available. Kerry and Donna are sharing Principal role (0.8/0.2). This will continue for the year whilst Kerry does a special project.			
Portfolio reports				

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Student Report	No meeting since Week 8 Term 1.	Meeting next week and will report back at next meeting.	CM/GR	7 June
General Business				
Board Training	Introduction to Board and Council training (2 Hours)	Brendon and Mathew would like to attend. KH to send invitation to all Board members.	KH	ASAP
ANZAC Service	Well received. Audio could have been a little louder.	No further action		
Matthew Hughes	KC, MDF, CW and various staff members meeting with Matthew Hughes this week to discuss Kiss and Drive and Stem Build. Priorities Kiss and Drive/Stem Student Services Centre	Feedback will be provided at future meetings.	KC	Ongoing
LEAP/GATE alignment	LEAP acceptances are due prior to GATE results. Top 32 students are accepted into program and around 8 will choose not to accept.	Students awaiting GATE results can advise the school, accepting LEAP until GATE results available and then make a decision. Very strong cohort have sat LEAP test.		
Other Business				
School 3 rd party relationships/ sponsors	BB asked the question how else the Board members can contribute through further school relationships	School relationships/ sponsorship summary presentation to be planned in 2023	KC	Ongoing

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Meeting closed: 7.15pm		Next meeting: Tuesday 6 June 2023		

I confirm these minutes to be a true and accurate record of the proceedings of this meeting.

Chairperson

Date