

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 Mathew Della Franca (<i>May 2021– May 2026</i>) Anna Bunn (<i>April 2018 – June 2024</i>) Amanda McGovern (<i>October 2018 – October 2023</i>) Chris Tung (<i>June 2023 – June 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>) Hayley Trueman (<i>June 2023 – June 2025</i>)	Student Reps (2) Chloe Mouritz Grace Reid Brandyn Murley
Committee	School Board	SCRIBE: Katharine Harrington CHAIR: Mathew Della Franca	DATE: 19 June 2023	
PRESENT:	Brendon Boyes, Anna Bunn, Mathew Della Franca, Donna Gardiner, Grace Reid, Hayley Trueman, Chris Tung, Chris Wessels			
Apologies:	Kerry Chipchase, Emma Gallagher, Brandyn Murley, Amanda McGovern, Chloe Mouritz,			
PREVIOUS MINUTES:	1 May 2023 Moved by: Donna Gardiner Seconded: Chris Wessels			
NEXT MEETING:	Chair: Mathew Della Franca Date: 24 July 2023			

TOPIC	DISCUSSION	ACTION	WHO	DATE
Welcome and Introductions				
<p>The Chair opened the meeting with an acknowledgement of country.</p> <p><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></p> <p><i>Welcome Chris Tung – Parent Rep and Hayley Truman, Staff Rep</i></p>				

Board Meeting Minutes



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Conflict of Interest	<ul style="list-style-type: none"> Board members should declare any conflicts of interest (as per the Code of Conduct). <i>Nil.</i> 			
Staff Presentations				
<p>Mark Hardley – Staff Wellbeing presentation LINKs Mark presented an overview of what the Staff Wellbeing LINK is aiming to achieve and how it will do this. Short term goals for 2023:</p> <ol style="list-style-type: none"> Ensure work from Staff Association was continued in a different framework. Staff Social events/wellbeing activities. Resource ‘holes in understanding’ of Departmental process and resources to resolve issues in workplace. Not a problem-solving centre or grievance resolution. 20ish members from most Learning Areas. Focus on short term goals. Focus based on survey from late 2021. <p>Donna Gardiner – Business Plan Donna gave an overview of the layout of the Business Plan. Board members were invited to review the context and pass their comments to Donna Gardiner. Draft targets explored.</p>				
Financial Report	Discussion	Action	Who	Date
1. Contribution and Charges information	Voluntary Contributions Yrs 7 – 10 (until April) 56% Letter has gone to Year 12 parents requesting payment. 2024 Charges will be sent home imminently. Some changes will need to be approved by Board. Cash Report (April) was presented. Unallocated at end of April \$36000. Partnership with ECU who supply materials for engineering program.	BT to compare with previous years and provide information BT to email Board for approval after Finance Committee approval. Board encouraged to seek sponsorship to support some of the higher cost courses.	BT BT Board	asap asap Ongoing

Board Meeting Minutes



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2. STEM build	MDF provided update: several meetings with Matthew Hughes (local minister) and letter submitted requesting STEM and Drive be built at same time and the need for Student services building. DG went through the plans for the STEM build. Several suggested changes were proposed to the architects to make the build more flexible and practicable.	More information will be fed back to the Board once known. MDF to liaise with Kim Lloyd re finer details.	DG/KC MDF	Ongoing asap
Principal's Report				
Bushfire Pipeline	Upgrade to Fire pipes being undertaken. This will allow suitable pressure to effectively fight fire around school if necessary.	NFA		
Sanitary Product provision	These arrive tomorrow. Limited placements, Lower School/Senior School and Universal toilets. More will be added. Can student voice be used to promoted sensible use. Hayley requested supply of products.	Grace to promote amongst students. DG to email BT re supply in HASS.	GR DG	Ongoing asap
Staff Shortages	Staffing can be challenging. Running Tour and Q&A in Term 3 to help overcome the perceived distance of Lesmurdie.	Donna and Callum Millard running this.	DG/CM	July 2023
Parent Conference	Running next Monday.	NFA		
Lockdown Drill	Lockdown drill held. Need to practice the process to familiarise staff and students.	This will be repeated in Term 3.	DG	Term 3
Reporting	Year 11 and 12 Reports sent today. Year 10-7 to be released in coming days.	NFA		
Portfolio reports				
Student Report	Not discussed	Carryover to July meeting	Students	July 2023

Board Meeting Minutes



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General Business				
Connect	Board Documentation no longer in Library.	KH to check.	KH	asap
Board Training Session	Brendon B/ Mat DF to attend Kensington Primary for the training	Attend training and share learnings at next meeting	BB/ MDF	26 th June 2023
Careers Seminar	Not discussed	Carryover to July meeting	KH/ DG/ HT	July 2023
Other Business				
Meeting closed: 7.10pm		Next meeting: Monday 24 July 2023		

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

Chairperson

Date