

Thursday 10 March 2022

Thursday 10 March 2022				
Time	1.0	Pre-reading and Items Requiring Preparation	Who	Action
Venue – Zoom/ Online Meeting Time: 7:00pm – 9.00pm Opened: 7.25pm 5 min test run – Tuesday 8 March @ 8pm		<p><i>(Approve a number of items that do not require Board discussion and take action through a single item)</i></p> <p>Pre-reading and/or consideration before meeting:</p> <ul style="list-style-type: none"> ❖ Minutes of the Meeting Week 6 Term 4 2021 ❖ Nominations for 2022 School Board Chair – please email LK by Tuesday 8 March if nominating ❖ Australian Early Development Index - 2021 report ❖ Financial Reports – Proposed 2022 Budget: <ul style="list-style-type: none"> • 2022 Cash Autoload Proposed Budget • 2022 Preliminary Student-Centred Funding Statement • 2022 Preliminary One Line Budget Statement 		Pre reading
7.00pm	2.0	Welcome and apologies		
5 mins		<p><u>Welcome:</u> Stephen Armitage (parent rep), Michael Prokojes (staff)</p> <p><u>Apologies:</u> None</p> <p><u>Present:</u> Stephen Armitage, Linda Knox, Michael Prokojes, Shelley Smith, Lisa Bowra, Sake van Weeghel, Racquel Sutton, Deanna Foster and Meegan Payne (secretary)</p>	SV-W/LK	Noted all
7.05pm	3.0	Disclosure of interests		
2 mins		<u>Any potential conflicts:</u> None	SV-W/LK	Note
7.07pm	4.0	Items for Discussion, Noting or Endorsement		
5 mins (7.12pm)		<p>New chair election:</p> <p>Moved LK; SVW nominated; accepted all</p>	LK	Moved LK; Endorsed all
3 mins (7.15pm)		Minutes of the Previous Meeting correct?	Chair/LK	Moved SVW; Endorsed SS, DF and RS
15 mins (7.30pm)		<ul style="list-style-type: none"> ❖ COVID update and impact: <p>Current numbers – 1 x Year 6, 1 x Year 4, 2 staff</p> <p>Changes are set by CHO Education staff now considered critical workers – hoping to manage without using critical workers staff process Years 3- 6 wearing masks</p> <p>Reduce activities that bring lots of people together</p> <ul style="list-style-type: none"> • Open Day – tours by appointment • ANZAC Day – considering Zoom/ WebEx/ Teams • Fathering Project events – alternatives: walk around Padbury; Goose-chase App; virtual treasure hunt (similar to City of Perth) • P&C events – limit exposure for parents 	LK	Noted all

	4.0	❖ Items for Discussion, Noting or Endorsement Continued	Who	Action
10 mins (8.40pm)		<p>Student enrolments:</p> <ul style="list-style-type: none"> • Student census/ current enrolments – 227 • 2022 class structure: K; K/PP; PP; 1; 1/2; 2; 3; 4/5; 5/6 <p>Year 4/5 and 5/6/ large classes – extra EA support Now no out-of-area- enrolments</p>	LK	Noted all
10 mins (7.50pm)		<p>❖ Proposed 2022 Budget:</p> <ul style="list-style-type: none"> • 2022 Cash Autoload Proposed Budget • 2022 Preliminary Student-Centred Funding Statement • 2022 Preliminary One Line Budget Statement <p>Discussion and notes:</p> <ul style="list-style-type: none"> ✓ Nature Playground – progressing; meeting with LK, P&C (Penny Lee); Alison Stewart and Michael Pearson ✓ MP to email D1020 (Advertising/ PR) & D1515 (Cleaning) 2021 budget breakdown ✓ D6240 (Assessment) – 2022 budget inflated c/f unspent funds from 2021 (2021 invoice paid by credit card – on January’s statement) ✓ 2022 class structure has taken pressure off budget 	LK/MP	2022 budget noted all
5 mins (7.55pm)		<p>❖ Parent/ teacher interviews:</p> <ul style="list-style-type: none"> • Approval for early closure • Zoom/ video conferencing <p>Notes/ discussion: Date: Wednesday 6 April Interviews conducted phone/ face-to-face depending on COVID situation Consider final conversation to include question re process – teachers record on sheet</p> <p><i>Moved LK - request approval for early close (12pm) for parent/ teacher interviews; accepted LB, RS and SA</i></p>	LK	Move Endorse
10 mins (8.05pm)		<p>❖ National Schools Opinion Survey:</p> <ul style="list-style-type: none"> • Set date – 25/8/22 <p>Discussion/ notes: Conducted every 2 years, last done around August 2020 Tick box action</p> <p>Action: Term 2 - working party, explore topics, questions Term 3 - Conduct NSOS after School Board meeting in Week 6 Term 3 LK – send out standard questions/ statements</p> <p><i>Moved LK; accepted DF and RS</i></p>	LK	Move Endorse
10 mins (8.15pm)		<p>Solar panel grant application:</p> <p>Application successful – one of first 80 schools; details unknown Action: LK to advise DF when details known - promote on social media, 3 bytes</p>	LK	Noted all
15 mins (8.30pm)		<p>Review business plan targets for previous year:</p> <p>Agenda item combined with Annual Report</p>	LK	Note Discuss Move endorse

	4.0	Items for Discussion, Noting or Endorsement Continued	Who	Action
5 mins (8.35pm)		Annual Report: nearing completion, due end of Term 1 Action: LK to email to DF and SA for reading and feedback	LK	Noted all
10 mins (8.45pm)		❖ Australian Early Development Census (AEDC): <ul style="list-style-type: none"> • 2021 Report presented by LK • Conducted every two years • School receives federal funding 	LK	Noted all
2 mins (8.47pm)		❖ Lease proposals/ renewals/ updates: <ul style="list-style-type: none"> • Psyfit – expires September 2022, lease currently on-hold, classes being held off-site <p>SB queried storage of equipment while not paying rent</p> <p>Action: SVK - MP to check and contact licensee to remove equipment if still on-site and no rent being paid. Agreed unanimous</p>	LK/MP	Move endorse
8.47pm	5.0	❖ Business Arising from Previous Minutes	Who	Action
2 mins (8.49pm)		❖ Relationships and Partnerships: - progress/ update Discussion/ Actions: School has applied for \$1,200 NAIDOC grant for purchase of Aboriginal flag and flag pole – school contributing \$1,800 (flag and pole cost approx. \$3,000) Suggestions/ Info: Naming school buildings e.g. office, library, classrooms in Indigenous language; Cara Deed using Indigenous words City of Stirling - Wagjit trail Week 8 – Harmony Week DF – suggest come up with a plan Actions: LK - COJ Counsellor, John Raftis, who is interested in joining SB; LB – follow-up with contacts Neville Collard, Bold Park PS & Bob Hart DF – Elder contact and natural healing group Working party/committee: Lisa Bowra, Deanna Foster, Cara Deed (Teacher), Michael Prokojes, Raquel Sutton and Meegan Payne RS – coordinate writing RAP	LK/DF	Continue in Term 2 2022
8.49pm	6.0	New Items for Discussion		
5 mins			SVW	
8.54pm	7.0	Roundtable evaluation		
3 mins		Zoom – feedback Success for first Zoom meeting COVID communication from school excellent Thanks to - SVW for re-nominating as Chair; Steve for setting up; staff and SB for support and feedback Zoom meeting Good to be part of SB		

8.57pm	8.0	Next Meeting and Meeting close		
3 min		Confirmation of next meeting date: Thursday 2 June 2022		
(9.00pm)		Meeting closed – 9.10pm		

Chairperson's signature: _____ Principal's signature: _____

Scribe person's signature: _____

Bambara School Board - Standing Items

Term	Week 6	
One	Election School Board Chair	Proposed budget and preliminary financial reports
	Draft Annual Report	Deed of Licence/ Lease renewals
	Open Day	Review Business Plan targets from previous year
	ANZAC Day	Report from school board sub-committees
	Approve early close for parent/ teacher interviews	
	Parent/ teacher interviews	
Two	Operational financial reports – SB to “note” school budget	Student performance data – On Entry
	Deed of Licence/ Lease renewals	Review Business Plan targets – current year
	Annual Report – endorse	Report from school board committees
	Parent/ teacher conference feedback	Current enrolments
	Endorse Funding Agreement	Voluntary contributions collection rate
Three	Review Business Plan targets – current year	Student performance data - NAPLAN results
	Report from school board committees	Review school board membership tenures and call for nominations
	Deed of Licence/ Lease renewals	Current enrolments
	Notice of Annual General Public Meeting	Enrolments for following year
	Operational financial reports	Following year’s school development days
	School board elections	Voluntary contributions collection rate
Four	Endorse Voluntary Contributions and Charges - following year	Draft Annual Report
	School board elections	Class organisation for following year
	Operational financial reports	Report from school board committees
	Preliminary budget	Following year’s pupil requirement lists
	Deed of Licence/ Lease renewals	Current student enrolments
	Annual General Public Meeting	Following year projected enrolments
	Induction – new school board members	Voluntary contributions collection rate
Incidentals / Other	Review policies	Review school board code of conduct
	Short community surveys	Review DPA (3 yearly)
	Renew leases	Review Business Plan/ strategic direction
	Business Plan (3 yearly)	Voluntary contributions collection rate
	Surveying the Community (2 yearly)	
	Workforce Plan (3 yearly)	