



GOOLLELAL PRIMARY SCHOOL BOARD MEETING MINUTES

Annual General Meeting, Thursday 8 September 2022
7 pm Goollelal Primary School Library



Item	Documents	Recommendations
<p><u>1. Welcome</u></p> <p>Acknowledgement of Country Apologies Conflicts of interest Correspondence in and out</p>		<p>The Chair opened the meeting with the Acknowledgement of Country and welcomed all attendees.</p> <p>Present: Paul Fuller, Vanessa Furlong, Candice Patterson, Chris Quelch, Pat Kiddey, Kelly Egan, Caitlin Merritt, Julia Easton, Daniela Lillico</p> <p>Apologies: None</p> <p>There were no conflicts of interest.</p> <p>No correspondence in or out.</p>
<p><u>2. Minutes of previous meeting</u></p>	<p>Minutes of Meeting held on 11 August 2022</p>	<p>The minutes of the last meeting were endorsed by one Board member and seconded by another Board member. The minutes were signed off by the Principal and Board Chair.</p>
<p><u>3. Budget Update</u></p>	<p>One line budget statement Comparative Budget</p>	<p>The Principal discussed the one-line budget and drew attention to the positive variance of \$92,702. This variance had been very small at the beginning of the year but is now very comfortable.</p> <p>The school will now investigate using a portion of these funds to support improvements and enhancements identified by the School Board, particularly in response to the community surveys.</p> <p>Principal explained how schools are funded by number of students and not the size of the school grounds. Goollelal's large physical size makes maintenance and groundskeeping challenging. Improvements to the physical environment are, nonetheless, a priority.</p> <p>Julia Easton notes that the Trust and Suspense Accounts are looking very tidy. Thank you to the school's Manager Corporate Services, Chris Hemsley for her work on this.</p>



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<p><u>4. Board Skills Matrix</u></p>	<p>Sample skills matrix</p>	<p>The previous Chairperson introduced the concept of a skills matrix as a tool to assess the skills that are already present in the Board and to co-opt members based on needs of the school.</p> <p>Used to ensure that the board is well rounded and has a variety of voices providing input.</p> <p>Other skills that could be added to the matrix include data analysis and someone being familiar with whole school programs. School improvement heading could be used. Updated matrix to be circulated to board members.</p>
<p><u>5. Survey feedback</u></p>	<p>Student survey summary Staff survey summary Community survey summary</p>	<p>Survey analysis reviewed and areas for future focus identified.</p> <p>Principal would like to involve student voice and conduct a reflection with the students to unpack their concerns.</p> <p>Conversation around communication as a second focus. How can we better streamline this and ensure that information is provided in a more timely manner.</p> <p>Suggestions of how we can improve school grounds. Painting of classrooms occurring as well as future stage 1 nature play. Investigating cost effective ways of beautifying the school.</p> <p>Discussion around behaviour concerns. Area of focus on consistency of managing behaviours for 2023.</p>
<p><u>6. Fees and Charges 2023</u></p>	<p>Draft 2023 fees and charges schedule</p>	<p>Proposed increase to \$110 for 2023 booklist to accommodate book to be used in whole school maths program.</p> <p>Board member endorses schedule of 2023 contributions and charges. Seconded by another board member.</p>
<p><u>7. School Board photo and tour (14 October?)</u></p>		<p>Photo of Board members to be taken 8am Friday 14th October.</p> <p>Tour of the school to be conducted in 2023.</p>



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<p><u>8. General Business</u></p>	<p>Draft Letter regarding literacy and numeracy</p>	<p>Revised Draft of letter to be created by Principal on behalf of the board and this will be sent to all families regarding future steps and progress as a school. Moved by principal and seconded by board member.</p> <p>NAPLAN data will be available to review at the next board meeting.</p> <p>Open Meeting for final meeting next term on the 3rd of November.</p> <p>Update Board Member Terms on Agenda.</p> <p>Board End of Year celebration on 17th of November.</p> <p>Letter to Kindy parents regarding structure for Kindy program in 2023.</p> <p>Discussion around facilities previously used by Therapy Focus. EOI sought for before/after school and vacation care.</p>
<p><u>9. Close</u></p>		<p>There was no further business. The meeting adjourned at 8:50am.</p>



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