



GOOLLELAL PRIMARY SCHOOL BOARD MEETING MINUTES

Tuesday 15 February 2023

7 pm School Library



Item	Documents	Recommendations
<p><u>1. Welcome</u></p> <p>Acknowledgement of Country</p> <p>Apologies</p> <p>Conflicts of interest</p> <p>Correspondence in and out</p>	<p>Email re Public School Review follow up visit</p> <p>Letter re early close for parent interviews</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</p> <p>Guest: Chris Hemsley (MCS)</p> <p>Apologies : nil</p> <p>Conflicts of interest: nil</p> <p>Email from Rebecca Bope (Director, Public School Review) confirming Public School Review visit on 28th February. The Principal informed the Board that all documentation has been prepared for the review, as well as the meeting schedule for the visit.</p> <p>Letter from Kate Wilson (A/Director of Education) regarding early close on 28 March for the purpose of reporting to parents. The Principal advised that all planning requirements have been/will be met i.e. promoting via Class Dojo, newsletter save the date etc.</p>
<p><u>2. Minutes of previous meeting</u></p>	<p>Minutes of Meeting held on 3 November 2023</p>	<p>The minutes of the last meeting were endorsed by Candice Patterson and seconded by Caitlin Merritt. The minutes were signed off by the Principal and Board Chair.</p>
<p><u>3. Board governance</u></p>	<p>Code of Conduct</p>	<p>The Board agrees with the Code of Conduct and all members signed the document. The Chair noted that the Code of Conduct document has more than one font. Board agrees this should be edited to be consistent. The Principal agreed to action this.</p>
<p><u>4. Budget Update</u></p>	<p>One line budget statement</p> <p>Comparative Budget</p>	<p>The Manager Corporate Services (MCS) provided an overview of the 2023 budget, and explained that the cash budget will be fixed once the student census is completed and the Finance Committee meets. The MCS also explained the importance of having a salary surplus to manage any unexpected enrolment fluctuations before census day.</p>



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<p><u>5. Public School Review</u></p>	<p>2023 Operational Plan</p>	<p>The Principal explained the review process. School will present evidence to the reviewers to address the recommendations for Teacher Quality and Student Achievement & Progress. Reviewers will come in on 28th of February to meet with staff and will later provide findings.</p> <p>The Principal presented the 2023 Operational Plan to the Board. The Board agree the document is well presented, easy to read and concise.</p>
<p><u>6. Homework</u></p>	<p>Draft Homework Policy</p>	<p>The Principal presented the draft Homework Policy, explaining the rationale. The Board feels this is a clear, simple to read document, which is a vast improvement on the previous policy. The Board discussed the wording of points 3 and 4 in the 'Considerations' section. The Principal will edit these sections as agreed.</p>
<p><u>7. General Business</u></p>		<p>Principal advised the Board that the current 'bull ant' issue is being addressed and will be treated over the vacation period in accordance with departmental policy.</p>
<p><u>8. Close</u></p>		<p>There was no further business. The meeting adjourned at 8:10pm.</p> <p>Next meeting is tentatively scheduled Wednesday 17th May.</p>