



## GOOLLELAL PRIMARY SCHOOL BOARD MINUTES

Wednesday 24 May 2023  
7 pm Staff Room



Item	Documents	Recommendations
<p><b>Welcome</b></p> <p>Acknowledgement of Country</p> <p>Apologies</p> <p>Conflicts of interest</p> <p>Correspondence in and out</p>		<p>The Chair opened the meeting with the Acknowledgement of Country and welcomed all attendees</p> <p>Apologies: nil Present: Paul Fuller, Vanessa Furlong, Candice Patterson, Chris Quelch, Pat Kiddey, Kelly Egan, Caitlin Merritt</p> <p>Conflicts of interest : nil</p> <p>No correspondence in or out</p>
<p><b>Minutes of previous meeting</b></p>	<p>Minutes of Meeting held on 15 February 2023</p>	<p>The minutes of the last meeting were endorsed by Candice Patterson and seconded by Caitlin Merritt.</p> <p>The minutes were signed by the Principal and Board Chair.</p>
<p><b>Budget Update</b></p>	<p>One line budget statement</p> <p>Comparative Budget Finance Report</p>	<p>The Principal advised the board the one-line budget is now fixed.</p> <p>The Principal shared the budget variance. The actual figure is slightly lower because of accounting (Chaplaincy funding needs to be accounted for in the amount).</p> <p>The Principal shared that the Comparative budget describes non-salaries expenditure.</p> <p>Board Chair clarified understanding of the cash component of the budget variance.</p> <p>The Principal shared the view that the Board is perhaps provided with too much detail in the budget. He asked if everyone would prefer a simpler version? The Board agreed that the one-line statement would be enough.</p> <p>It was noted that proportion of families paying voluntary contributions has declined in recent years. The Board supported the sending of one personalised reminder to parents who have not paid voluntary contributions.</p>



## GOOLLELAL PRIMARY SCHOOL BOARD MINUTES

Wednesday 24 May 2023

7 pm Staff Room



<b>Finance Committee Membership</b>	Finance Report	It was noted by the School Board that there is a Finance Committee. There are 7 members on this committee
<b>Student Behaviour Policy Review</b>	Current 'Student Engagement Policy'	<p>The Principal shared that the school would like a consultation process with the community to review the current policy. The policy needs to be finalised by the end of the year.</p> <p>The Principal spoke about the current approach of restorative and educative conversations.</p> <p>The Principal noted that the school already has data about views on behaviour through parent survey.</p> <p>The Principal suggested a survey, email feedback through school board email, playground conversations. The Board agreed that a survey and email feedback would be preferred.</p> <p><b>Actions</b> The school will draft a survey and share with the Board for feedback and set up an email address for written feedback</p>
<b>Aboriginal and Torres Strait Islander Cultural Awareness training</b>	Public Sector Commission: Online training	<p>The Principal advised that the Board is required to complete Aboriginal and Torres Strait Islander Cultural Awareness training.</p> <p>The Board completed the online training.</p> <p>The Principal advised that cultural awareness is going to be a focus moving forward in our school.</p>
<b>School Culture Survey</b>	Results of School Culture survey conducted in Term 1	<p>The Principal shared results of the school culture survey. The survey was developed by the Department.</p> <p>The Board Chair asked if the survey would be done annually. The Principal advised at least every two years.</p>
<b>School Update</b>		



## GOOLLELAL PRIMARY SCHOOL BOARD MINUTES

Wednesday 24 May 2023

7 pm Staff Room



<p>Principal Performance Review</p> <p>Instructional coaching</p> <p>Grounds / maintenance</p>		<p>The Principal explained that this is part of his performance review. Another Principal and Director reviews his portfolio. This process will be completed in Term 4.</p> <p>Instructional coaching – one day each fortnight. Robyn Wilson (Year 2/3 teacher) is the school’s instructional coach. The Principal advised that this process will happen once each fortnight, focusing initially in the early years. Robyn has previous experience in this role.</p> <p>The Principal advised that Goollelal’s regular gardener is on extended medical leave. The school has been able to secure a relief gardener for the short term, and is working hard to ensure that this role is staffed consistently going forward.</p> <p>Maintenance issues will continue to be addressed regardless of staff availability. Anything that is a safety issue is repaired immediately through the Department’s faults program.</p>
<p><b>General Business</b></p>		<p>The Board chair asked for clarification of what could be discussed in general business. The Principal advised that the Board’s role is to discuss strategic matters and that operational matters would normally be communicated directly to him outside of Board meetings.</p> <p>A board member shared that she has received feedback about school sport from a number of parents. These parents expressed a general sense that sport is not as important a priority for the school as it was in the past.</p> <p>The Principal thanked the board member for this open and honest feedback. He discussed some of the factors that had affected school sporting events in recent years and described the framework for coordinating future sporting events at Goollelal.</p>
<p><b>Next Meeting</b></p>		<p>2 August 2023</p>
<p><b>Close</b></p>		<p>Meeting closed at 8:39pm</p>