





Spearwood Primary School School Board 2017 MINUTES

| | | | |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------|
| DATE: | Monday 20th March, 2017 | CHAIRPERSON: | Janine Griffiths |
| TIME: | 3.15 pm | Minute SECRETARY: | Carol Derbyshire |
| ATTENDEES: | Marta Rotondella, Carol Derbyshire, Carmela Hrvatini, Kim Clarke, Janine Griffiths, Christine Heath, Yvette Bowyer, Toni Lang, Annette Paterson. | | |
| APOLOGIES | nil | | |

| ITEM | LED BY | DISCUSSION/ PROGRESS REPORT | ACTION/TIMELINE |
|------|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| 1. | Janine | <p>1.1 Welcome: Introductions for new member Yvette Bowyer (current P&C President)</p> <p>1.2 Minutes tabled.</p> <p>1.3 Business Arising</p> <ul style="list-style-type: none"> • Member List distributed, please keep confidential • Voluntary Contributions Summary distributed • Approval from RED for half day closure for Reporting to Parents 3 Way conferences • Donation of Kindy-gym for P&C Raffle by Kim | Minutes: Carol Second: Kim |
| 2. | Marta | <p>2.1 Comparative Budgets tabled.</p> <ul style="list-style-type: none"> • Periods 1 and 2 <p>2.2 Finance Committee Minutes tabled</p> <ul style="list-style-type: none"> • February 2017 • No changes in budgets so ratification not required for this meeting. <p>2.3 Contributions and Charges figures tabled</p> <ul style="list-style-type: none"> • 2016 and 2017 to date, for comparison and monitoring <p>2.4 General Financial Business including Student Centred Funding on Portal updates. We are still working in the Preliminary Portal and haven't received our money for the year. Last year we the process was at the end of March.</p> | Moved: N/A Second: N/A |
| 3. | Marta | 3.1 Principal's Report Tabled and Discussed including: Timetable and staffing changes after census, three-way conference new booking system etc. | |

| | | | | |
|--------------|--------------------------------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| 4. | 2016 School Survey and 2016 Annual Report | Marta | <p>4.1 Table Parent, Student and Staff 2016 Surveys. Go through information.</p> <ul style="list-style-type: none"> School consider holding student survey in 2017. Survey questions are of a standard format, 2 local questions were added: What are the highlights of SPS? And; How can we improve enrolments at SPS? <p>4.2 Table 2016 Annual Report.</p> <ul style="list-style-type: none"> General discussion regarding attendance, reading as a focus in 2017 etc. | |
| 5. | Board Training | Marta | <p>5.1 Marta, Carol and Janine going to IPS Board training on 18th and 19th May at the Wollaston Conference Centre.</p> <p>5.2 Spearwood Board Training: There is a series of five information packages and questions which has been developed for School Boards. Carol, Janine and Marta will read and completed these before the IPS Board Training 18-19th May Course. The rest of the board will be given the packages in the next three terms and they will form part of an induction process for future board members.</p> | |
| 6. | General Business | Christine Janine | <p>6.1 Catch up on last 2 meetings</p> <ul style="list-style-type: none"> Student Centred Funding Class Structures Staff Selection Repairs and Maintenance <p>6.2 Electronic Signage</p> <ul style="list-style-type: none"> General discussion regarding the need for an electronic sign on Spearwood Avenue. This is a wish list item and can be budgeted for after the priorities of a new website and newsletter platform have been costed and purchased. | Carol to cost and report back |
| Next Meeting | Term Two Week Three Monday 8th May, '17 | Signed and Date: |  Janine Griffiths - Chair | 4.25 PM Meeting Closed |
| | | |  Marta Rotondella - Principal | |