



**School Board Meeting Minutes
Tuesday February 19th 2019**

1. Welcome –

Present – Leonie Clelland, Jessica Knight, Helen Jackson, Clair Panetta, Tara Oliver, Nikki McDonald, Mel Baker, Laura Rosenhart, Simone Boccia, Candice Barclay, Kylie Bremner

2. Apologies –Shelley Condon, Liz Jennings

3. Minutes from Previous Meeting (November 28th) and Business Arising

* Leonie provided a verbal summary of the previous meeting.

Minutes from the meeting moved as true and accurate by Kylie Bremner seconded by Mel Baker.

Business Arising

- **Board Chair –**
- **Business Plan -**
- **Proposal of Building Fund as a tax deduction for families –**

4. Finance Report

- **Current balances including salary & cash report** – our student centred funding is approximately \$4.9 million. Our starting budget is \$2.5 million.
- **Preliminary 2019 Budget for approval** – to be shared with the Board after some changes are approved by the finance committee.
- **Contributions & Charges** – 41% have paid, with 117 students paying it through the book list.

The 2019 Contributions and Charges was accepted by the Board, moved by Helen Jackson and seconded by Clair Panetta

5. Principal update

- **School Year start** – enrolments are at 559, one less than predicted. 20 classes with 65 staff. 3 new full time and 3 part time teaching appointments. Two part time EA appointments. At the beginning of the year we had an off-site development day for staff at Evedon Park based on team building and personality traits, tied in with the narrative theme for the term. Day 2 of staff development looked at the 'nuts and bolts' of the school's operations. The Back to School BBQ was successful with a pleasing turnout. Class Meetings have taken place by the end of Week 2. Staff will continue profiling Parent TV. Our Open Night is set for Week 10.
- **2018 Attendance** – our average attendance for the year was 92%, just 1% above the state average. It is similar to the previous year.
- **2018 School Improvement Targets** – Candice shared and validated the targets
- **Class liaison Parents** – parents who nominated received an email of thanks with a follow up email informing them of their appointment. Parents in each class will be

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informed of their liaison and their role followed by the option of 'opting out' if they don't want their email details passed on to the liaison.

- **Communication – Facebook & Campaign Monitor** – the primary focus is whole school communication with currently 350 followers. The school is aware that there are glitches with Campaign Monitor and are working on them.

6. Close of Meeting at 7:54pm

7. Next meeting – Term 1, Week 9, April 2nd 2019

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