

Noranda Primary School Board Meeting

Our School Community Supports, Challenges and Inspires each other to Personal Excellence



Date:	18 October 2023	Chairperson	Matthew Deaves
Time:	5.30pm	Minute recorder	Celia McCarthy

Attendees:	Kristy Harrison, Matthew Deaves, Celia McCarthy, Kelly Maher, Michael Field, Sallie Sampson, Kerry Fullarton, Ned Hatswell
Apologies:	Alan Radford
Resignation:	

1.0 Agenda / Discussion Discussion/Decision
1. Welcome (Matthew)
<ul style="list-style-type: none"> Matthew opened the meeting and welcomed attendees.
1.1. Declaration of Conflict of Interest (Matthew)
<ul style="list-style-type: none"> Nil
2.0. Minutes of previous meeting (Matthew)
<p>That the minutes of the 6 September meeting are a true and accurate record. Approved unanimously</p> <p>Moved Ned Hatswell</p> <p>Seconded Kelly Maher</p>
2.1 Actions from Previous Meeting (Kristy)
<p>General Board Email address</p> <p>Matthew confirmed a how to guide has been sent to Kristy.</p> <p>ACTION: Kristy to review and action</p>

Community Board Member

Kristy received a recommendation from the Lions Club.

ACTION – Kristy to reach out to recommended person

NSOS Survey

Parent survey and year 5/6 survey was circulated to students and all staff. The results will be discussed at the November Board meeting

Update Board Meeting Calendar invitations

Completed to reflect meeting date changes for 2023

3.0 REGULAR AGENDA ITEMS

3.1 Correspondence (Kristy)

Public School Review Report letter

4.0 NEW BUSINESS

4.1. NAPLAN Data

The overall report for the NAPLAN Data was circulated to Board members.

NAPLAN was brought forward to Term 1. Two months earlier than previous NAPLAN testing and will continue for future NAPLAN testing. The NAPLAN assessments have been re-scaled. Results for 2023 will be the commencement of a new data time series. 2023 and beyond achievements can not be compared to previous achievements. No NAPLAN to NAPLAN progress or previous proficiency levels will be reported until 2025.

Kerry presented the results of the expected range for year 3 and 5 students for Reading, Writing, Grammar and Punctuation, Spelling and Numeracy. Performance for year 3 and year 5 falls into the predicated achievement level. Spelling Performance for year 3 and year 5 falls into the predicted achievement level. The year 5 performance is above the predicted level.

All results presented do not meet the Business Plan target for Year 3 and 5 to be above the like school mean.

4.2. Board Membership

Kristy advised she received 4 parent nominations for Board Membership.

Matthew Deaves has advised that he will not renominate as a Board Member/Chair due to external commitments. Kristy advised nominations received were from Kelly Maher, Celia McCarthy, Kate Armstrong, and Kalli Mills. Due to the number of applications the nominations will go to a vote to the school-by-school parents. Board Members agreed to online voting only. ACTION – Kristy to communicate in the school newsletter followed by an email Thursday 26 October with a dojo sent on Friday 17 October. Voting will close Friday 10 November.

POST MEETING AMENDMENT via email on 24/10/2023:

Michael Field advised he will resign from position of parent representative on the Board effective December 31st 2023 due to external commitments. This means we now have four parent vacancies for 2024 and negates the need for an election. ACTION – Kristy to communicate to the four parent nominees they have been successful and welcome them to the School Board for 2024. Extend an invitation to the upcoming Board meeting for handover with existing members.

Staff – Board Membership

Kristy suggested an amendment to the Board reference to reflect in 2024 having one staff member complete a role for 12 months and one staff member complete a role for 2 years to allow a staggering flow. ACTION – Kristy to write the amendment changes.

4.3 Board Member Induction

Matthew discussed the induction package to be drafted for incoming Board Members. Board Members discussed content to be provided to new Board Members. ACTION – Ned to circulate the Good Governance Board Training Modules to both Matthew and Kristy.

5.0 SCHEDULED BUSINESS

5.1 P&C Update

The next event will be the colour run held on Friday 17 November. The P&C are using mycause as a fundraiser. Last year’s funds went towards refurbishing the computer room and this year the goal is to raise 10k to upgrade the play equipment and forts around the school. The Referendum Sausage sizzle was held on Saturday 14 October although this was not a P&C event the funds raised will go towards camp for year six students in 2024. The next P&C meeting will be held Thursday 30th October.

6.0 UPCOMING AGENDA ITEMS

6.1 National Survey Opinion Survey (NSOS)

6.2 Annual Report Draft
6.3 Business Plan Target Amendments
7.0 CLOSING
7.1 Next Meeting
Tuesday 21 November 5.30pm.
7.2 Board Reflections
Nil
7.3 Meeting Closed
6.49pm

Summary of Action Items			
Date	Action	Who?	Due Date
18 October	General Board Email Address Kristy to review instructions received from Matthew Deaves and Action	KH	
18 October	<u>Community Board Member</u> Kristy to reach out to recommended person Hans?	KH	
18 October	<u>Board Membership</u> Kristy to communicate with successful nominees	KH	

	<p><u>Staff Board Membership</u> Kristy to write the amendment changes to reflect in 2024 having one staff member complete a role for 12 months and one staff member complete a role for 2 years</p>		
18 October	<p><u>Board Member Induction</u> Ned Hatswell to send the Good Governance Board Training Modules to both Matthew and Kristy</p>	NH	

Next Meeting Date:

Chairperson: _____ Signed: _____ Date: _____

DRAFT