

Noranda Primary School Board Meeting

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



Date:	21 November 2023	Chairperson	Matthew Deaves
Time:	5.30pm	Minute recorder	Celia McCarthy

Attendees:	Kristy Harrison, Celia McCarthy, Kelly Maher, Kerry Fullarton, Ned Hatswell, Kate Armstrong, Kalli Mills, Hans Hoette, Alan Radford, Michael Field, Matthew Deaves, Sallie Sampson
Apologies:	
Resignation:	Alan Radford
End of tenure:	Michael Field, Matthew Deaves, Sallie Sampson

1.0 Agenda / Discussion Discussion/Decision
1. Welcome (Matthew)
<ul style="list-style-type: none"> Matthew opened the meeting and welcomed current and new 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 18 October meeting are a true and accurate record. Approved unanimously.</p> <p>Moved Michael Field</p> <p>Seconded Ned Hatswell</p>
2.1 Actions from Previous Meeting (Kristy)
General Board Email address.

Current status remains

Community Board Member

Kristy introduced Hans Hoette as a possible community Board Member, who will be observing at the meeting today. Kristy to investigate community members further with school based connections.

Board Membership

Kristy advised that due to Michael Fields resignation all new nominated members are elected on the Board – Action closed.

Staff Board Membership

Kristy advised Kerry Fullarton will remain on the Board as the Terms of Reference permit – Action closed.

Board Membership Induction

Ned shared the New Council/Board Member Induction Checklist with Board Members. Consideration to be given to utilise the checklist as part of the induction process. Action: Ned to investigate.

3.0 REGULAR AGENDA ITEMS

3.1 Correspondence (Kristy)

Nil

3.2 Board Membership

The Terms of Reference are no longer required to be amended as staff are permitted to remain on the Board for a 2-to-3-year tenure. The Terms of Reference will be amended to reflect a specific time frame.

4.0 NEW BUSINESS

4.1. National School Opinion Survey (NSOS)

Kristy presented the data results to Board Members for both Parents and students
The Parent Survey results were distributed with 58 responses received. The results shared were similar to last year’s results.

The Student Survey results were distributed with 70 results received from Year 5 and 6 students. There was a growth in the result of student responses regarding teacher student expectation.
The Staff Survey results were distributed to Board Members. Management of Student behaviour was consistent with parent survey with the results being low. 18 Survey results were received from staff.

4.2. Business Plan Target Amendments

Kristy shared the Business Plan Target changes for 2024 for both literacy and numeracy.
See attached.
All Board Members approved the proposed target changes for 2024. Moved to accept the proposed changes for 2024.
Moved: Matthew Deaves
Seconded: Kelly Maher

4.3 Board Achievement

Matthew discussed the Annual Report and to include our current Board achievements such as Board Training, successful recruitment of new Board Members. Action: Matthew to provide a draft of Board Achievements to be included in the Annual Report 2023

5.0 SCHEDULED BUSINESS

5.1 P&C Update

Celia advised Board Members the Colour Run was recently held. Funds raised from Parent and Community donations is currently \$5,844. Lady Bee Ice cream donated 10 percent of sales back to the P and C of \$60.00. Total of \$5,904.
The focus of funds raised will go towards upgrading playground areas and expanding on current areas.
The MyCause funding page will close on Friday 25 November. The final event will be the Christmas Stall with the last meeting of the year to be held on Thursday 30 November.

5.2 Members Leaving and thank you's

Matthew thanked both Michael Field and Alan Radford for their Board Tenure.
Alan thanked Board Members for their support. Matthew thanked Board Members for their encouragement and support.
Matthew requested Board Members consider nominating for the role of Board Chair in 2024.

Sallie Sampson concluded her tenure as staff representative. Board Members thanked Sally for her tenure. Kristy will conduct process for new staff representative on the School Development Day in January.
 Both Ned Hatswell and Kelly Maher have shared interest as Board Chair. Kristy will email to confirm continued interest at the start of 2024 and silent vote (paper) will occur at the first meeting.

6.0 UPCOMING AGENDA ITEMS

6.1

7.0 CLOSING

7.1 Next Meeting

February 2024
 Week 4 of Term 1

7.2 Board Reflections

Nil

7.3 Meeting Closed

7.15pm

Summary of Action Items

Date	Action	Who?	Due Date
21 November	Board Member Induction Checklist.	NH	

21 November	Annual Report - Matthew to provide a draft of Board Achievements	MD	
21 November	Board Community member	KH	

Next Meeting Date:

Chairperson: _____ Signed: _____ Date: _____