



## School Board

### Meeting Minutes

<b>DATE:</b>	THURSDAY 7 November 2019	<b>CHAIR PERSON:</b>	Warren Bachman	<b>VENUE:</b>	Conference Room
<b>TIME:</b>	8.00-9.05am	<b>MINUTES:</b>	Naomi Jones		
<b>ATTENDEES:</b>	Warren Bachman, Ben Turner, Ryan Kenny, Carolyn Ayton, Caroline Cassidy, Jo Dos Santos, Joanna Butler, Sam Norgard, Ab Chaudhry				
<b>APOLOGIES:</b>	Bec Kennington				

AGENDA	PERSONNEL	ACTION/FOLLOW UP
<b>Welcome and Previous Minutes</b>	<b>Jo Butler/ Warren Bachman</b>	<ul style="list-style-type: none"> <li>Connect Parent Information Session on Thursday 28th November</li> <li>Still waiting on notification if school has been successful for Chaplaincy funding.</li> <li>Finance budget planning meeting set for 26 November at 8.00am.</li> <li>Maths books ordered from Campion cost has used entire budget for maths.</li> <li>Board training being offered.</li> <li>Mel Clements has resigned her position on the Board. Vacancy to be filled.</li> </ul> <p><i>Approved: Carolyn Ayton      Second: Caroline Cassidy</i></p>
<b>Finance</b>	<b>Jo Butler</b>	<ul style="list-style-type: none"> <li>Jo attended recent Finance Meeting on 29 October.</li> <li>Year 6 camp cost confirmed at \$500.</li> <li>No fundraising required.</li> <li>Internet bandwidth to be increased.</li> <li>Department grant of \$52,000 to go towards high priority maintenance.</li> <li>Robyn Reynolds requested quotes on repairs.</li> <li>School has until February 2020 to use.</li> <li>Maintenance Report is outdated.</li> <li>Finance budget planning meeting set for 26 November.</li> <li>Priorities to be looked at—Pre Primary playground equipment, resources replacement schedule and installation of oven in staff room.</li> </ul>

AGENDA	PERSONNEL	ACTION/FOLLOW UP
Additional Finance	Warren Bachman	<ul style="list-style-type: none"> <li>• Budget planning important to show carryover funds and anticipated funds based on student numbers.</li> <li>• Funds split into salary and contingencies.</li> <li>• Funding of \$52,000— part of Phase 1.</li> <li>• Warren concerned re total funds received and outdated maintenance report writing to the Deputy Director General and queried criteria ie Ocean Road received more than Falcon.</li> <li>• Response was quick with Department representatives inspecting the school with roofing being the priority area established due to coastal rust.</li> <li>• Department to review funds.</li> <li>• School may not receive any more in this phase however next phase funds will hopefully increase to reflect maintenance required.</li> <li>• School must use Department contracts for work.</li> <li>• Warren waiting on written confirmation from the Department.</li> <li>• Funds are based on number of students—Ocean Road a growth school; SHH may taper out.</li> <li>• Falcon will maintain numbers still getting cross boundary enrolments (350).</li> <li>• Pre Primary compulsory schooling students encouraged to attend their boundary school.</li> <li>• Kindy can be cross boundary.</li> <li>• Warren tabled Financial Report which illustrated funding breakdown.</li> </ul>
Delivery and Performance Agreement	Warren Bachman	<ul style="list-style-type: none"> <li>• Warren tabled and talked through the DPA noting this is a 3 year plan.</li> <li>• Highlighting: <ul style="list-style-type: none"> <li>- <i>School Board role</i></li> <li>- <i>Business Plan</i></li> <li>- <i>School Review (on website)</i></li> <li>- <i>Surveys—Students, Staff and Parents</i></li> <li>- <i>Teaching and Learning Programs</i></li> <li>- <i>Resourcing &amp; Support</i></li> <li>- <i>Student Performance Monitoring</i></li> <li>- <i>Research classroom pedagogy</i></li> <li>- <i>Compliance and System Requirements</i></li> <li>- <i>Performance Management</i></li> </ul> </li> </ul>
2019-2021 Business Plan	Warren Bachman	<ul style="list-style-type: none"> <li>• Warren tabled and talked through the 2019-2021 Business Plan.</li> <li>• Highlighting 2019 targets which will be cross checked with teaching staff at the next Staff Development Day on 15 November.</li> <li>• Warren advised Judy Coate will be employed one day a week as Marketing Officer.</li> </ul>
P&C	All	<ul style="list-style-type: none"> <li>• General discussion was held on the P&amp;C.</li> <li>• School aims to get new membership in 2020—AGM in February.</li> </ul>

AGENDA	PERSONNEL	ACTION/FOLLOW UP
<p style="text-align: center;"><b>General</b></p>	<p style="text-align: center;"><b>All</b></p>	<ul style="list-style-type: none"> <li>• Carolyn Ayton mentioned Ancient Approach providing cups and serviettes for Breakfast Club. Ancient Approach representative to be invited to Thank You Morning Tea.</li> <li>• All School Board members invited to Thank You Morning Tea on 6 December.</li> <li>• Ab wanted to thank the school for support for WAGSMS. Standard at Falcon is very high.</li> <li>• Next concert in partnership with Halls Head College on Monday 25th at MPAC whole choir.</li> <li>• Waratah Church concert this Sunday 10 November.</li> <li>• Carols around the Tree at Falcon PS Thursday 12 December—community event.</li> <li>• Recent assessments for Clarinet next year identified 20 students to participate.</li> <li>• Warren advised an organisation who wishes to remain anonymous has asked the school to identify families struggling for a donation to be made.</li> <li>• Families have been identified and funds were received today.</li> <li>• The clothing bin outside canteen every time this is emptied school receives \$50—funds go to needy families.</li> <li>• Ryan advised school has received \$800 from Waratah Church to go to another Buddy Bench.</li> <li>• Ryan mentioned transition day for Halls Head College students 5 December—need to find their own way there and home.</li> <li>• School working with HHC re students that require assistance with transition.</li> <li>• Ben suggested School Board pic be updated on the school's website.</li> <li>• Warren commented photos to be updated also.</li> <li>• Leslie Sinagra nominated Warren for MLTWA Principal's Awards. Warren was shortlisted however award went to a High School Principal.</li> <li>• Warren mentioned school has funding for another year for Chiharu Language Assistant.</li> <li>• Both Ben and Carolyn commented on the wonderful work that Chiharu does and the added value she brings to students.</li> <li>• Gillian Shilling and Warren recently lodged an application for the Centre of Excellence Internship—School has been shortlisted.</li> <li>• Warren and Ryan recently lodged an application for funding with Alcoa.</li> </ul>
		<p><b>Next Meetings: 5 December</b></p>




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**Jo Butler**  
Board Chair