



# Greenmount Primary School

## Minutes of School Board Meeting

August 21 <sup>st</sup> 2019			
<b>Start:</b>	4.35 pm	<b>Finish:</b>	5.08 pm
<b>Attendees:</b>	Acting Chair: Lucy Webb / Bill Gaynor, Etsi Slater, Natalie Marotta, Brook Desmond, Jason Russell, Natalie Astle, Amy McEwen (Minutes: Amy McEwen)		
<b>1.0</b>	<b>Open Meeting</b>	<b>Actions</b>	
1.1	Opening and Welcome <ul style="list-style-type: none"> <li>The meeting was opened by L Webb, at 4.35pm</li> </ul>		
<b>2.0</b>	<b>Apologies / Not Present</b>		
2.1	<ul style="list-style-type: none"> <li>Shane Spinks</li> </ul>		
<b>3.0</b>	<b>Confirm Agenda</b>		
3.1	Purpose: <ul style="list-style-type: none"> <li>Confirm meeting agenda</li> <li>Confirm previous minutes</li> <li>Invite General Business</li> <li>Invite business arising from previous meeting</li> </ul>		
<b>4.0</b>	<b>Confirm Previous Meeting as Issued</b>		
4.1	<ul style="list-style-type: none"> <li>L Webb presented to the Board the minutes of Wednesday, 29<sup>th</sup> May 2019, for approval.</li> </ul> <p>Motioned: that the board endorse the minutes of the previous meeting as complete and accurate.</p>	CARRIED	
<b>5.0</b>	<b>Invite for General Business</b>		
5.1	<ul style="list-style-type: none"> <li>Nomination of Board Chair (for the ending of Carly Keay's tenure)</li> </ul>		
5.2	<ul style="list-style-type: none"> <li>Principal's report</li> </ul>		
5.3	<ul style="list-style-type: none"> <li>Finance report</li> </ul>		
5.4	<ul style="list-style-type: none"> <li>Book lists</li> </ul>		
<b>6.0</b>	<b>Business Arising from Previous Meeting</b>		
6.1	<ul style="list-style-type: none"> <li>L Webb stated that the position of Associate Principal had been won by Amy McEwen</li> </ul>	Board members to note 10 points that summarise each 'Summary of Findings' and share with the school board at the next meeting 4.1 - J Russell, E Slater 4.2 – N Marotta, N Astle 4.3 L Webb, A McEwen 4.4 B Desmond 4.5 B Gaynor	
6.2	<ul style="list-style-type: none"> <li>L Webb invited discussion around School Board Review</li> <li>E Slater stated that the '<i>Research into developing Highly Effective School Boards for Independent Public Schools</i>' document is useful in that it gives ideas of where we can improve</li> <li>E Slater stated that the survey can be used to guide the school review for next year</li> <li>B Gaynor suggested that the document is quite in depth and cannot be skim read</li> <li>B Gaynor suggested that an executive summary could be a starting point</li> <li>L Webb suggested that board members could read a section of the document, then share important points from their document at the next board meeting</li> <li>B Gaynor stated that understanding the school budget might be an area of interest for the board,</li> </ul>		

	<ul style="list-style-type: none"> <li>L Webb suggested that governance, performance, finance and risk to be included in the meeting minutes</li> </ul>	
<b>7.0</b>	<b>Nomination for Chair Board</b>	
7.1	<ul style="list-style-type: none"> <li>L Webb nominated Bill Gaynor.</li> <li>B Gaynor agreeable to act as chair</li> </ul> <p>J Russell moved B Gaynor's nomination      N Astle seconded</p>	CARRIED
7.2	<ul style="list-style-type: none"> <li>L Webb to advertise for new board members and a secretary</li> </ul>	Advertise in newsletter
<b>8.0</b>	<b>Principal's Report</b>	
8.1 8.2	<ul style="list-style-type: none"> <li>B Gaynor called for corrections / feedback</li> <li>N Marotta noted a need for the correction of date</li> </ul> <p>Motion: that Principal's Report be adopted</p>	CARRIED
8.3 8.4	<ul style="list-style-type: none"> <li>L Webb drew attention to attendance and EA time</li> <li>B Desmond asked for the current number of students at the school. L Webb informed the board that there are currently 376 students</li> </ul>	
8.5	<ul style="list-style-type: none"> <li>L Webb noted long service leave Week 10 Term 3 to Week 4, Term 4.</li> </ul>	
<b>9.0</b>	<b>Finance Report</b>	
9.1	<ul style="list-style-type: none"> <li>Finance Report presented and endorsed.</li> </ul>	
<b>10.0</b>	<b>Book Lists</b>	
10.1 10.2	<ul style="list-style-type: none"> <li>A McEwen presented the Board with the book list costing</li> <li>B Gaynor suggested that considerations should be made about the repercussions of having an extremely low estimated total for a book list (Kindy book list) and expectations for following years.</li> </ul>	The book lists were endorsed by the Board
<b>11.0</b>	<b>General Business</b>	
11.1 11.2 11.3	<ul style="list-style-type: none"> <li>L Webb informed the Board that enrolments for 2020 have been completed. 53 letters have been sent out to parents.</li> <li>Numbers for next year projected to be 382 students</li> <li>L Webb informed the Board that two Regional Executive Directors, James Webb and Joanne Harris visited the school on Wednesday, 14<sup>th</sup> of August for 2 hours in the morning</li> <li>The REDs were interest in Visible Learning.</li> <li>The REDs visited 3 classes and spoke with Admin</li> <li>Visited 3 classes, spoke with admin</li> </ul>	
11.4	<ul style="list-style-type: none"> <li>L Webb encouraged board members to email meeting agenda items to her</li> </ul>	
11.5	<ul style="list-style-type: none"> <li>B Gaynor suggested that General Business is itemised</li> </ul>	
11.6	<ul style="list-style-type: none"> <li>L Webb suggested to move the Board meeting time to 4.00 pm</li> </ul>	
<b>12.0</b>	<b>Next Meeting</b>	
12.1 12.2	<ul style="list-style-type: none"> <li>Term 4, Week 5 – <b>November 13<sup>th</sup> @ 4pm</b></li> <li>B Gaynor asked for next year's meeting schedule to be provided to all Board members</li> </ul>	
<b>13.0</b>	<b>Close</b>	
13.1	<ul style="list-style-type: none"> <li>B Gaynor closed the meeting at 5.20 pm</li> </ul>	

Signed (Chair)

Date