



Greenmount Primary School

Minutes of School Board Meeting

Start:	4.35 pm	Finish:	5.20
Attendees:	Carly Keay, Lucy Webb, Bill Gaynor, Etsi Slater, Natalie Marotta, Brook Desmond, Shane Spinks, Jason Russell, Natalie Astle (Minutes)		
1.0	Open Meeting	Actions	
1.1	Opening and Welcome <ul style="list-style-type: none"> The meeting was opened by Carly Keay, Chair, at 4.31 pm 		
2.0	Apologies / Not Present		
2.1	<ul style="list-style-type: none"> Amy McEwen 		
3.0	Confirm Agenda		
3.1	Purpose: <ul style="list-style-type: none"> Confirm meeting agenda Confirm previous minutes Invite General Business Invite business arising from previous meeting 		
4.0	Previous Meeting		
	<ul style="list-style-type: none"> C Keay presented to the Board the minutes of Wednesday, 6th March 2019, for approval. The School Board endorsed the minutes of the previous meeting as complete and accurate. Endorsed by N Marotta, seconded by L Webb 		
4.0	Invite for General Business		
4.1	<ul style="list-style-type: none"> L Webb – Secretary nomination 		
4.2	<ul style="list-style-type: none"> C Keay – School Board Chair 		
5.0	Business Arising from Previous Meeting		
5.1	<ul style="list-style-type: none"> L Webb stated that the 0.4 LOTE position has been won by Ruth Smith 		
5.2	<ul style="list-style-type: none"> L Webb stated that the interviews for the permanent Associate Principal job will be held tomorrow 		
6.0	Funding Agreement		
6.1	<ul style="list-style-type: none"> L Webb stated that money has come in from a DoE initiative for Mental Health to the tune of \$11K per year for the next 3 yrs. The School is developing a policy and plan in this area 		
6.2	<ul style="list-style-type: none"> L Webb stated that we have had quite a few new enrolments (all in catchment), mainly in the junior years and that we were managing this by increasing EA time in these classes C Keay acknowledged how well the school had managed these additional students that have entered the school, stating Mrs Webb's consultation with Teachers had been respectfully done. 		
7.0	School Board Assessment Tool -Facilitated by Jason Russell	Actions	
7.1	<ul style="list-style-type: none"> Members were asked to give feedback around their own reflections. LW reflected that areas 2&4 were areas of strength, questioned whether we need to do a review of the Boards 	All board members to re-read the legal	

	<p>roles and responsibilities. Do we need to inform the community about the role of the board? B Gaynor asked the question What do we expect out of this survey?</p> <p>S Spinks saw the tool as a self-reflection tool, as a new member he found the strategic direction of the board was clear, but questioned How does the Governance part of the board/roles come together ? How is this reported to the board? Raised possibility of Board needing some structure/clarity around this. Suggested discussions around Governance, performance, finance and risk to help us structure our agenda in these parameters</p> <p>E Slater reflected that as a board we work together as a team, there is a good wealth of skills and experience in the group, we have a good mix of members with honest communication which has led to the enhancement of school improvement. Referred to research document on School Boards. Board members agreed to read document prior to next meeting.</p> <p>B Gaynor stated that we needed to call the tool a reflection as it's not an assessment.</p> <p>J Russell suggested a quick reference guide to be developed for roles/ model terms of reference for the board</p> <p>C Keay suggested we need to look at the reflection tool early in the year and then complete it again at the end of the year (comparative)</p> <p>L Webb asked the Board what would be our greatest opportunities to improve in? Suggestions put forward were *Programming key things in to our agenda *Governance roles and responsibilities (especially for new members/induction) *Making what the Board does more visible to the community ie. What is the role of the school board? *Update our Profile pictures and blurbs to put on the school web site</p>	<p>requirements of the board</p> <p>Research document to be emailed to Board members</p>
8.0	General Business	
8.1	School Board Chair- C Keay let the board know that she will be standing down as School Board Chair as her family are moving house and schools. C Keay can stay on into Term 3 until we find a new School Board Chair.	
8.2	Secretary Nomination- L Webb suggested that we look at appointing a board secretary to take minutes and to disseminate information to board members	
9.0	Next Meeting	
	<ul style="list-style-type: none"> Term 3, Week 5 – August 21st 	
	Close	
	<ul style="list-style-type: none"> C Keay closed the meeting at 5.20 pm 	

Signed (Chair)

Date _____

