



Board of Trustees Meeting
4th August 2020 at 5.30pm

- Present:** Lisa Hickling, Sarah Lockwood, Edward Wall, Nathan Smith, Mary T-J, Michael Rall, Olaf van der Beek
- Guest:** Marlis Resenterra
- Minute Taker:** Sharon Roberts
- Apologies:** Stephen Lane (WST), Mel Auld, Louise Gawn (WST)
- Opening and Verse:** Read by Mary T-J
- Confirmation of Agenda:** Yes

Previous Minutes

Proposal to approve June Board minutes as a true and accurate account		
Proposed	Seconded	Carried Unanimously
Mary	Nathan	

Opening:

Lisa welcomed Sharon the new Receptionist/Administrator

Actions arising from previous minutes:

Solar investment

On Review it seems that the TECT grant is right for us. SKY Solar quote is still valid, possibility to install better panels for us at no extra cost. We need to apply for funding and grants now. Steven will be sending us a new quote. TECT will not fund retrospectively, timing to be aligned with Sky Solar. BOT have agreed to proceed with solar installation, even if we don't receive any funding.

Correspondence:

Nothing to note

Finance Report:

BOT have a copy of the accounts and reports.

- Discussion re staffing balance, agreed not an issue at this point in time as enough funds available to cover ongoing cost
- School is looking into applying for Interim Covid-19 Response funding released just recently
- Our role numbers are up and we are in a really good financial position

Printers

- Sharp offered upgrade on 2 of our 3 printers until we have fulfilled our contract. Marlis will look into purchasing new models after that time.

Finance Report tabled and accepted

Management Report:

The principals performance agreement has been signed off. The development of a Bi-cultural strategy and a focus on our partnership in the community are two focus areas.

Discussed possibility to make minor changes to special character declaration procedure to make meaning clearer.

Other class information

- Class 5 are doing well with Fiona in Jo's absence. Jo is likely to off for the full term at the least.
- We have had another staff pregnancy announced and will be looking at a maternity position later in the year.
- Sheryl and Shirley are holding and winning with Class 2
- We've had an enrolment in Class 7 which has been a transfer from a state intermediate. It is going very smoothly and the student is thrilled.
- Louise is back this term and looking at how to make best use of the farm for the school.
- Michael said that all the staff seem in very good spirits, given the circumstances.

H&S Report:

Travelsafe meeting with Martin Parkes and the lady from TGA council last week had an attendance of about 8 people. The meeting went well.

- We are required to have the drive through to meet our Education Centre zoning rules.
- Mary & Michael are asking parents what are the issues and solving individual difficulties as they arise.
- Parents feeling a loss of community and feel disconnected, while teachers are experiencing the space created as very positive both for the children and themselves.
- Suggestion to get each class parent liaison person to email some ideas about get togethers
- WST are looking at a master plan for future parking sites, parent will possibly have a drive through where the staff carpark is currently located, with some shelter for students too. Sarah suggested that there is always funding available for shelter & protection. We should look into this.
- Kindy drop off and parking is working very well
- Travelsafe survey, take last question off and send out, Lisa and Eddie in collaboration with Mel
- We will send out another survey about parking once the building work is finished.
- The council will look at surveys once we get them back from the parents

Compliance:

Special Character Report Review

This is something that has to be completed once a year, and needs

- BOT to look at one part of the form each meeting
- BOT will discuss this further at the next meeting and the item will stay on the agenda until the form is fully reviewed. No urgency to complete as its not due for submission till next year
- BOT are to read the Special Character Statement

We currently have 84 children on our waiting list

WST Update:

The 3 day Strategic Development Course went well. Some of the things to come out of the course were

- WST has grown organically
- Missing some infrastructure
- Need to create solid job descriptions
- Unclear of strategies
- The need for concrete tasks, roles and timelines

Positives – Relations, trust and respect

Negatives – Structure, R&R, compliance, process and communication

A need to map out and be more strategic in this next phase of development.

- Some further meetings have already taken place
- Facilitator of the course has offered to do some things for us for free, he loved the school

Next Meeting - 5.30pm 15/9/2020

Meeting finished at 6.35pm

A handwritten signature in black ink, appearing to be 'J. All' or similar, located in the bottom right corner of the page.