



Board Meeting Minutes – Tuesday 05 December 2023

	Out comes:
<p><u>1. Administration/Welcome</u></p> <p>1.1 Present</p> <p>1.2 Apologies</p> <p>1.3 Declaration of interests</p> <p>1.4 Confirmation of minutes</p> <p>1.5 Correspondence</p>	<p>Colleen Margison, Mark Steele, David Hulley, Terina Jacob, Rita Williamson, April Fang, Ed Cook</p> <p>Paul Harder, Hayley O’Dwyer</p> <p>Silent – secretary – Helen Bould</p> <p>None</p> <ul style="list-style-type: none"> • Actions – <i>The Presiding Member proposed the minutes of the last meeting be confirmed – seconded by Ed Cook.</i> • Can we get a recording of the Salesforce webinar ? to investigate. <p>MOE – inform re: Special Needs Property Modification Report.</p> <ul style="list-style-type: none"> • Colleen has spoken to SIMIK re: other dependency bathroom and that schools tend to have a permanent bathroom on site, to avoid having to have a mobile unit every time we have a student with needs.
<p><u>2.Strategic decisions</u></p> <p>2.1 Strategic decisions made if required</p>	<p>None</p>
<p><u>3. Monitoring</u></p> <p>3.1 Ongoing summary of progress to date in relation to the annual plan</p> <p>3.2 Expert presentation</p>	<p>No Principal report or policies at this meeting.</p> <p>None</p>



<p>3.3 Data analysis</p> <p>3.4 Exploration of key result areas (goals)</p> <p>3.5 Finance and audit report</p>	<p>None</p> <p>End of year data – Lara discussed.</p> <ul style="list-style-type: none"> • Infographic shared with the Board. • Specific ESOL data requested. <p>None</p> <p>Financial report</p> <p><i>Finances passed: Mark Steele</i> <i>Seconded: Ed Cook</i></p> <p><i>Draft Budget – discussed.</i></p> <ul style="list-style-type: none"> • Discussion took place re: Learning Resources and whether a change in staffing to support classrooms. Another meeting requested to discuss how adjustments could be made to budget to make more of our spending. <p><i>Draft budget – Board passed</i></p>
<p><u>4. Strategic discussions</u></p> <p>4.1 Exploration of special issue or project Eg Budget, principal performance agreement, delegations.</p>	<p>Annual Plan</p> <ul style="list-style-type: none"> • Colleen discussed attendance and the 2023 Annual Goals and how they have been implemented and where we are at with these goals. Next steps to be worked on. <p>DP Update</p> <ul style="list-style-type: none"> • Colleen discussed plan set up along side The Education Group. <p>Property</p> <ul style="list-style-type: none"> • Discussion re: Block ½ painting • Board required to financially support modification of Block 2 • Block 2 is being refurbished within the current 5YA, paint, vinyl, autex, carpet • Block 1 needs painting to improve block until



	<p>next 5YA in 2028.</p> <ul style="list-style-type: none"> • For continuation of work in Block 2 the Board needs to contribute \$60,000. <p>Date for Board and Staff get together early 2024 - TBC</p>
<p><u>5. Identify Agenda Items for Next Meeting</u></p>	<p>See 2.1</p> <ul style="list-style-type: none"> - Flexible Working contracts - ESOL data – info requested from last meeting - Nb – to make a date for another budget meeting post wash up - Date for Board/staff get together
<p><u>6. Administration</u></p> <p>6.1 General Business</p> <p>6.2 BOT hours since last meeting</p>	<p>None</p> <p>Mark Steele – 1 hours</p> <p>Rita Williamson – 2 hour</p> <p>David Hulley – 0 hours</p> <p>Ed Cook – 0 hours</p> <p>April Fang – 0 hours</p> <p>Terina Jacob– 0 hours</p>
<p><u>7. Meeting Closure</u></p> <p>7.1 Comments on meeting procedures and outcomes</p> <p>7.2 Preparation for next meeting</p>	<p>See 5 and below.</p> <p>See actions.</p>



Meeting closed – 10.10 pm

Next meeting – Tuesday 13th February 2024 at 7.00pm

See Action Table below:

Actions from this meeting:

Webinar recording - Salesforce	Helen
ESOL data request	Lara and Hayley