



Scarborough Primary School Board

26th August 2015

6.30 – 8.00PM

School Library

Jason Crofts (Principal) Trisha Lee (Chair) Erica Salt (Deputy) Apologies Anita Codling (Teacher) Elizabeth Petrou (Teacher) Apologies Sonia Allin (Community member)	Christian Buttrose (Parent elected member) Diane Hall (Parent elected member) Corey Jackson (Parent elected member) Josh Madden (Parent elected member) Lauren Christensen (Parent elected member)
---	--

Agenda Ref	Item	Resolution	Action
	Welcome and opening – TL		
1	Approval of previous minutes: 3.6.15 TL	Minutes of previous meeting tabled. Endorsed Christian Buttrose, Seconded Anita Codling	

2	School Budget and Financial Position JC	<p>JC informed members the required amount of budget has been spent. There is still a large reserve which is to pay for utilities.</p> <p>55% of voluntary contributions collected so far. Will continue to post reminders in the newsletter and forward outstanding bills to families concerned.</p>	JC to post reminders in newsletters
3.	SPS update and Jason recovery	JC recovering slowly, still experiencing difficulties. Will be absent for a few days in term 3 (date to be confirmed) for further surgery. Jason will resume full time next week (week 6).	Action: JC to provide copy of AiTSL teacher framework and AiTSL principal frameworks to school board
4	Sponsorship discussion and review of documentation	<p>School sponsorship guide tabled to school board</p> <p>PJC explained difference between sponsorship and donations, donations there is to be no formal recognition, Scarborough Primary school to develop their own sponsorship guideline</p> <p>Thanks to Christian and Trish for formulating DRAFT Scarborough Sponsorship and Donation policy. Dianne emphasised the importance of keeping it ethical for Scarborough. TL to forward this document to Board members before next meeting for ratification.</p> <p>TL emphasised the urgency of document being ratified as it will</p>	<p>Action: school board to read through school sponsorship guide and open discussions through email with the expectations that this will then be finalised at the next school board meeting. Christian to facilitate this, he will look at other school web pages and agreements to begin discussions.</p> <p>Jason will contact Paul and inform him that the school board is currently looking at school</p>

		effect the up and coming Twilight Market to be held on Saturday 28 th November.	sponsorship and will inform him of the decision. School principal and school board chair both need to sign off on sponsorship.
--	--	--	---

5	Business Plan review	JC presented Business plan to Board members for comment. Some discussion regarding changes to be made to the document. Corey and Josh recommended we have a meeting just to work through the Business plan. This scheduled for Wednesday 16 th September.	Meeting scheduled for Wednesday 16 th September to make changes to Business plan.
6	Data snapshot: gathering of data	Brief discussion over email Corey sent regarding data snapshots.	JC and Corey to meet at another time to look at options for the school to collect and present various data.
7	NAPLAN summary	JC presented Naplan snap shot. Overall he explained teachers discovered no surprises on the students performances. No red lights although there was a negative .08 for Year 5 reading performance ... Staff to analyse Naplan data at a further meeting to identify achievement targets ..	Staff to analyse data at a meeting to set achievement targets for cohorts..
8	Matters arising from board training	Sonia mentioned that we should have a secretary at the each meeting that is not actually a member of the board. JC advised this would likely be a paid position if it was a staff member. Currently the Deputy is on the board for that role and not a member who has been nominated by staff election. TL mentioned we should see Monthly expenditure and school financials. However if this was just to be emailed to members that would save time at Board meetings. This was identified at the Board Training as usual practise.	JC to ask staff if anyone would like to take on the note taker role at school board. JC to forward monthly financials to Board members and identify any areas that are of interest.
9	General business	Liquor Store on corner of Hinderwell and Scarborough Beach Rd. JC will co-ordinate a response to the City of Stirling when application is made.	School board to put in formal objection when proposal is put forward. JC to co-ordinate and forward working draft to board

		<p>Meeting closed at 8.15pm</p> <p>Next meeting scheduled for Wednesday 16th September to discuss Business Plan.</p>	members for consultation.
	Signed:	_____ Trisha Less – School Chair	Date: _____