



Scarborough Primary School Board

29 April 2015

6.30 – 8.00PM

School Library

<p>Jason Crofts (Principal) Trisha Lee (Chair) Anthony Middleton (Deputy Principal) Anita Codling (Teacher) Elizabeth Petrou (Teacher) Sonia Allin (Community member)</p>	<p>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) - Apologies</p>
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Agenda Ref	Item	Resolution	Action
	Welcome and opening – TL	TL welcomed new Principal JC to the School Board.	
1	Approval of previous minutes: 11.3.15 - TL	Minues of previous meeting tabled. Endorsed Christian Buttrose, Seconded Liz Petrou	

2	Principal's introduction	JC introduced himself and provided his background from his teaching background and his own personal background.	
3	Change to school board membership	Erica Salt presented her resignation from the school board.	Action: School board to write a letter to Erica & Anthony thanking them for their contribution to the school board.
4	School budget and financial position - JC	<p><u>JC tabled cash report and operational one line budget report from the end of March.</u></p> <p>One line budget report – positive financial position for the school</p> <p>Cash plan -</p> <p>Discussion around voluntary contributions and promotion of how these locally raised funds are spent in the school.</p> <p>Expenditure</p>	<p>Action; TL asked that Robyn presents to the school board a session on reading the budget.</p> <p>Corey offered to look through the school budget help sheets and present to the school board.</p> <p>TL asked that the school budget be submitted to the school board prior to each meeting so that board members could raise any questions in regards to the budget at each meeting.</p> <p>Look at school sponsorship (eg Davey Real Estate) – incorporate into the school business plan – school board to have a position on all school sponsorship.</p>
5	Delivery and Performance Agreement - JC	JC informed school board that he had contacted SIRU in regards to the DPA and was informed that it would be provided in the near future, SPS DPA will be provided to school board as soon	

		as they become available.	
6	Business Plan - JC	<p><u>JC provided copy of school business plan framework and explained components.</u></p> <p>Link school business plan to Focus 2015.</p> <p><u>JC tabled examples of school business plan targets</u></p> <p>JC explained difference between business plan and school strategic plan (operational plans)</p> <p>DH asked that we include a focus on giving back to the community – not just a focus on what we can get out</p>	
7	General business	School board thanked AM for his contribution to the school board in his role as a/principal	Action: School board to write a letter to Erica & Anthony thanking them for their contribution to the school board.
	Close: 8.10pm	Next meeting: 3 June 6.30 pm	
	Signed:	_____ Trisha Less – School Chair	Date: _____