



Scarborough Primary School Board

21 February 2018 – OPEN MEETING

6.00PM

Library

Jason Crofts (Principal) Trisha Lee (Chair) Erica Salt (Deputy Principal) Debbie Potter (Teacher) Dawn Jones (Teacher) Sonia Allin (Community member)	Andrea Marchesi (Parent member) Corey Jackson (Parent member) Felicity Walker (Parent member - P&C rep) Hamish Johnston (Parent member)
Visitors: Fiona Dray	

Agenda Ref	Item	Notes / Resolution	Action
	Welcome and overview of meeting TL		
1	a. Protocols and procedures for open meeting	a. Visitors welcome to contribute ideas but voting is only for members	
2	Previous minutes	Endorsed: FW Seconded: DJ	
3	Financial Update - JC a. OLB Statement Jan (emailed out) b. OLB Cash report Jan (emailed out)	No budget yet – student census last Friday. Budget likely to be in late March. \$93 000 rollover from 2017. Normal to work in deficit for first term until budget allocated Run in deficit until money in system. Draft budget based on projected figures	

		<p>Challenge now is we have fairly full classes. Not unheard of to restructure during year but not desirable</p> <p>Discussion around budgets to date and projections. Building fund – quotes have been inconsistent. OHS officer to write letter about UCA being unsafe (roof). Grounds committee have prioritized areas for attention around the school – potential P&C focus on some areas for fundraising efforts</p>	
4	From previous minutes:	<ol style="list-style-type: none"> 1. Marketing: Facebook and Instagram – feed is up and running and growing in followers. Staff PL on social media has been given Website: 2 or 3 different companies being approached to find best provider of website upgrade 2. Sponsorship and donations policy: up on website 3. Rash vests: market price approx. \$30 4. IPS Review documentation on the website. Community alerted via the newsletter that there for viewing. Stays on Schools Online for 2 years. TL received a letter from Sharyn O'Neill 	<ol style="list-style-type: none"> 3. Uniform sub-committee: Deb, Felicity, Hamish to meet to discuss amendment to rash vest inclusion in uniform policy. Bring progress to next meeting FW to take to P&C as fundraiser item 4. TL to circulate letter to board
4	P&C Update FW	<p>Last meeting well attended. Elections for new positions Sara O'Donnell – president Irene Madden – secretary and vice president Fiona Dray – treasurer plus extra office bearers Pizza night well attended and low cost Discussed changing fabric for school shirts. Trish Springer collecting samples for feedback New bbq in place P&C started own newsletter separate to school newsletter</p>	JC to ask teachers to ask parents to volunteer in canteen
5	<p>General business</p> <ol style="list-style-type: none"> a. Business Plan progress b. Survey Dashboard c. 3 way conferencing timeline 2018 d. Marketing action in Term 1 e. Facilities upgrade information f. Staffing update – redeployment g. Vacant board position h. Farmers market type idea (HJ) 	<ol style="list-style-type: none"> a. Business Plan progress. Review of draft business plan and discussion around targets. Discussion around staff from school feeding back to the board on a semester basis on progress against focus areas and targets. b. Postponed c. 3 way conferences moved to Week 9-11. More info in upcoming newsletter d. see above e. see above f. We need to consider redeployees when advertising a job g. – h. Not P&C – tender out use of the land 	<ol style="list-style-type: none"> a. ES to take business plan to P&C for further feedback Feedback to ES by Friday 2 March b. CJ to email information out to board and will present at next board meeting g. JC in next newsletter to advertise for new position – two week process. Board members to encourage community members to nominate. Consider widening the diversity of representation on our board h. future board meeting agenda item. HJ to explore further and bring thoughts to next meeting

6	Election	<p>Thanks to Trisha Lee for her many years of service as chairperson of our board and previously the school council</p> <p>Thanks to Corey for taking on the deputy chair role, particularly around the IPS review</p> <p>Elected at meeting: School Board Chair: Andrea Dark Deputy Chair: Corey Jackson</p>	
	Signed:	<p>_____</p>	Date: _____

Meeting Concluded: 7.30 pm . Next Meeting: 21 March 2018 6.00pm – in LIBRARY