



Scarborough Primary School Board

24 October 2018 – OPEN MEETING

6.00PM

Library

<p>Erica Salt (Principal) Andrea Marchesi (Chair) Emily Bell (Deputy Principal) Debbie Potter (Teacher) Dawn Jones (Teacher) Sonia Allin (Community member)</p>	<p>Corey Jackson (Parent member) Apologies Felicity Walker (Parent member - P&C rep) Hamish Johnston (Parent member) Late Trisha Lee (Parent member) Nicole Stellard (Parent member)</p>
<p>Visitors:</p>	

Agenda Ref	Item	Notes / Resolution	Action
	Welcome and overview of meeting AM		
1	a. Protocols and procedures for open meeting AM		
2	Previous minutes AM	Endorsed: AM Seconded: DP	
3	Financial Update – ES Cash Report OLB Statement	Statement as expected for this stage in the year. Both reports tabled and discussed. Some board members wanted further clarification on details.	<ol style="list-style-type: none"> 1. Check details of administration fees and report back and transfer from reserve account. ES 2. Meeting between Robyn and interested board members who wish to learn more about finance. AM

			<ol style="list-style-type: none"> Review of our legal requirements may be necessary for clear understanding of board requirements regarding the budget. AM
4	<p>From previous meetings: AM</p> <p>a) Voluntary Contributions and charges</p> <p>b) Book lists</p> <p>c) Policy Review:</p> <ul style="list-style-type: none"> -Healthy food and drink -Dress Code 	<p>a. Voluntary contributions tabled and discussed and charges have been expanded from last year to give more information to families. ES explained changes. Endorsed by board</p> <p>b. Tabled and discussed. Endorsed by board</p> <p>c. Request to reinstate the promotion of wrapper free Wednesdays.</p> <ul style="list-style-type: none"> -We have an allergy policy within the healthy food policy. -Dress code adjourned to next meeting 	<ol style="list-style-type: none"> P&C in collaboration with staff to provide clarification for parents about labelling and covering EB Erica to follow up about wrapper free Wednesday with sustainability council Workshop with canteen and parents regarding food labelling NS ES Class meetings at beginning of the year regarding allergy awareness and incorporated into class meeting and newsletter. Use scenarios to communicate expectations. ES to discuss with staff.
5	Business Plan Review: High Quality Teaching DP	Tabled and discussed	<ol style="list-style-type: none"> Cover page summarizing each of the key objectives. ES, HJ DP to investigate how to make indicators and strategies more evaluative
6	P&C Update FW	<p>More pay for Jackie in the canteen</p> <p>Applying for \$15 000 grant for nature play</p> <p>Food truck \$2500 donations secured</p> <p>Signup App discussed</p>	
7	Terms of reference and Code of Conduct review AM	Code of Conduct-discussion around topic	<ol style="list-style-type: none"> Provide Nicole with updated Board Documents and USB ES Set up a sub committee to review current Code of conduct AM, NS, ES
6	General business	<ol style="list-style-type: none"> Raising the schools profile through the Stirling Times. NS Update on Lollipop trial-none HJ TL Therapy dog-discussion ES Thanks to Sonia for her time on the board AM TL 	<ol style="list-style-type: none"> Determine who is outgoing and what the durations of the positions are and vacancies. Members to indicate if they will be leaving before the next meeting. All members. Provide a proposal of a marketing plan NS Follow up on contact with Karen Caddy re partnership for improved road safety around our school TL HJ Advertise for community member to join the board as a replacement for Sonia ES

	Signed:	_____	Date: _____
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Snippets from the meeting for publication:

Meeting Concluded: 7:45

Future dates: Next Meeting: 28 November 2018 6.00pm – in LIBRARY