



SCHOOLS BOARD MEETING Minutes 23 May 2012

Present: Dale Mackesey, Alison Harman, Michael Jenkin, Anthony Ellis, Jodi Taylor, Kerrily Waters, Lorena Rock, Peter Ficko, Yvonne Leonzini, Shari McKeown; and Alex Castle (Guest)
 Chair: Michael Jenkin
 Apologies: Scott Bywaters and Brett McKenzie
 Scribe: Vicki Roberts

Agenda Item	Details / Discussion	Action
1. Welcome & Previous Minutes <i>Dale</i>	<p>1.1 Welcome: Dale welcomed everyone and opened the meeting at 1900 h. He congratulated members and said he and Alison were looking forward to working with the Board.</p> <p>1.2 Minutes of Last Meeting: It was moved Anthony, seconded Jodi that the Minutes of meeting on 21 Mar 12 be accepted as correct.</p> <p>1.3 Principal's Reports: Dale tabled his Report. He highlighted the delays with the BER Playground at Pre-primary. His advice from BMW and Architect Paul Rumble is the 06 Jun 12 deadline has again been delayed.</p>	<p>1.1 Noted.</p> <p>1.2 Carried without dissent.</p> <p>1.3 Michael to write to Paul Rumble seeking a firm completion date.</p>
2. Board Appointments <i>Dale</i>	<p>2.1 Election of Board Chair: Dale called for nominations. Michael was the only candidate. It was moved Dale, seconded Yvonne that Michael be elected as Chair.</p> <p>2.2 Appointment of P & C nominee: Anthony advised that he had been duly elected by the P&C as its nominee for a community position on the Board for 2012. It was moved Michael, seconded Kerrily that Anthony be appointed to the Board for a 12 month term.</p>	<p>2.1 Carried without dissent.</p> <p>2.2 Carried without dissent.</p>
3. Review of Business Plan <i>Michael</i>	<p>3.1 Draft Business Plan: Dale tabled the current draft of the School's Business Plan for the period 2012-2015 and acknowledged the outstanding work that Alex had done in designing the layout of the Plan. Board members were asked to provide any final feedback on the draft by 30 May 12.</p> <p>3.2 Distribution of Business Plan: It was agreed that when finalised, the Plan will be distributed to the families and key members of the wider community as well as being available as a PDF on the Schools website. Alex advised that the cost to print 1,000 copies (approximately \$1,100) was only a few hundred dollars more than the costs of printing 500 copies.</p>	<p>3.1 Board members to provide feedback by 30 May 2012</p> <p>3.2 Alex was authorised to print 1,000 copies of the Plan.</p>
4. Board Training <i>Michael</i>	<p>4.1 Training for new Board members: Michael distributed copies of: IPS New Board Member Induction & FAQ sheets; & extracts from the <i>School Education Act and Regs</i> re School Boards. Michael will send members the link to the Independent Public School website.</p> <p>4.2 Code of Conduct and Terms of Reference: Michael asked new Board members to familiarise themselves with these documents, copies of which are in their files.</p>	<p>4.1 Michael will send members the link to IPS induction information.</p> <p>4.2 Noted.</p>

<p>5. Early Childhood Issues Lorena / Dale</p>	<p>5.1 Briefing re Universal Access: Lorena advised members on the implications of Universal Access for MHPS. In 2013, Kindy students will attend 15 hours per week. Lorena discussed various models and noted that after consultation with current Kindy teachers the preferred option is a 5-day fortnight model.</p> <p>5.1 Margaret Kindy: Dale met with Matthew Ward from Strategic Planning (DET) who deals building programs for the next 10 years. Dale advised that it important we retain the lease over the Margaret Kindy site and add a demountable to accommodate forecast enrolments.</p>	<p>5.1 Jodi will Liaise with Lorena to finalise the preferred model.</p> <p>5.2 Board will maintain ongoing liaison with the City of Vincent re the lease of the Margaret Kindy facility.</p>
<p>6. Finance issues Alison / Dale</p>	<p>6.1 April Summary: Dale tabled copies of the One Line Budget Summary for April and Alison tabled hers for March and April. Alison and Dale outlined expenditure in their schools, and both noted expenditure is tracking as expected.</p> <p>6.2 School Planning Flexibilities Term 2: Dale and Alison advised that Cost Centre managers in their respective schools will submit applications for additional funding. Approval will be required from the respective school's Finance Committees.</p>	<p>6.1 Board noted the summaries tabled.</p> <p>6.1 Dale and Alison will report results at next Board meeting.</p>
<p>7. P & C Update Anthony</p>	<p>7.1 Report on P & C initiatives: Anthony gave an overview of the following P&C initiatives: \$47,000 spent on capital projects. At its last meeting, the P & C approved: a further \$8,000 earmarked for the undercroft conversion and \$20,000 for school wish. A Busy Bee organised for Fri, 25 May 12 will target tree planting and removal of a fence in Pre-Primary area. A Disco will be held on 16 Jun 12 and online canteen ordering will commence in Term 3.</p> <p>7.2 Grounds and Gardens Works Program 2012: Anthony advised that the following work is planned: Adventure Play Stage 1: Fairy Garden; Stage 2: Recycling / composting, tree planting, ESC Entrance – limestone retaining wall, oval maintenance, cooling tiger turf, JPS shading, school entrance, undercover enclosed, parking and music room.</p>	<p>7.1 Report noted.</p> <p>7.2 Report noted.</p>
<p>8. General Business All</p>	<p>8.1 School website – Board input: Jodi tabled suggested wording for information to be posted on the school website about the Board. Her draft was adopted with minor changes. Members made the following additional suggestions for inclusion: names of Board members and a group photo; an invitation to attend the Board's annual public meeting; links to the Boards Terms of Reference and Code of Conduct; and finally, an email address for people to use to contact the Board.</p> <p>8.2 Virtual tour: Scott Wright from <i>Solo Films</i> is working with Alex and Vicki to develop a promotional video for the new school website. Year 7 students will be asked for input.</p> <p>8.3 Approval for Board to serve both Schools: Anthony asked if the Board had received ministerial approval for the Board to service both Schools. Michael advised this was pending.</p> <p>8.4 Board Commendation scheme: the Board agreed with Michael's suggestion that it establish a Commendation scheme to recognise meritorious service/conduct.</p>	<p>8.1 Jodi's suggested wording was adopted. Alex will be asked to incorporate member's suggestions into the website. The date for a public meeting will be set at the next meeting.</p> <p>8.2 The Board noted the outstanding work of Scott, Alex and Vicki on this project.</p> <p>8.3 Michael will write to DET seeking ministerial approval.</p> <p>8.4 Michael will draft and circulate a draft Instruction for the Scheme.</p>

	8.5 Board aspirations: Michael asked Board members to consider their suggestions for suitable aspirations for Board for the next 1, 5 and 10 years. Michael suggested that a list be kept of these ideas that could be added to at subsequent meetings.	8.5 Board members to consider aspirations.
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Meeting closed: 2025 h

Next Meeting: 25 July 12

Recorded by: _____

Date: _____

Approved by: _____

Date: _____