

## Tambrey Primary School School Board Agenda and Minutes

<b>DATE:</b>	Wednesday November 4 2020	<b>CHAIR:</b>	Aaron Bruce
<b>TIME:</b>	7.00	<b>MINUTES:</b>	Aaron Bruce

<b>ATTENDEES:</b>	<b>Chair:</b> Aaron Bruce <b>Principal:</b> Shiona Hobart <b>Staff Representatives:</b> Helen Cusworth, Jackie Tomlins <b>Parent Representative Members:</b> Aaron Bruce, <b>Guests:</b>
	<b>Apologies:</b> Ceanne England, Greg Townsend, Nikki Hemmett

ITEM REF	ITEM	LED BY	FOR INFORMATION / DISCUSSION / DECISION	ACTION REQUIRED & TIMELINE
1.	Welcome Apologies Acceptance of previous minutes Celebrations	Aaron / All	Celebrations: Student Awards, finalists, competitions. Book Week Parade. STEM day, Bandana Day Previous minutes: Business arising:	<ul style="list-style-type: none"> <li>Well done to all</li> <li>No action</li> </ul>
2.	Contributions and Charges 2021	Shiona	<i>For Decision/Ratification:</i> No quorum so we will decide via email.	<ul style="list-style-type: none"> <li>Email from Shiona needs response by 11 November 2020</li> </ul>
3.	Principals report	Shiona	<i>For information:</i> Change Story- Fogarty	<ul style="list-style-type: none"> <li>Thanks Shiona. Principal Report to be attached to web page.</li> </ul>
4.	Schools Resourcing	Shiona	<i>For Information</i> Operational One Line Budget Statement – Variance = +\$60k Minimum Expenditure Requirement – On track. No minimum requirement in 2020 due to COVID-19.	<ul style="list-style-type: none"> <li>No action</li> </ul>

5.	Board Survey Results	Aaron/All	<p><i>For Discussion:</i>  Only 5 out of 7 respondents.  3 improvement areas identified from survey:</p> <ol style="list-style-type: none"> <li>1. "The agendas and timing of meetings enables sufficient time and opportunity to deal with key issues."</li> <li>2. "Minutes are received in time to thoroughly prepare for meetings"</li> <li>3. "Members receive an induction"</li> </ol>	<ul style="list-style-type: none"> <li>• <i>Board members to agree expectations and we will improve. Please email any recommendations.</i></li> </ul>
	General Business	Chair	<p>Board attendance – please "reply all" if you can't attend the meeting  Uniform Transition Plan – Old design uniforms to have one last campaign. Sales to cease at end of 2020. P&amp;C to manage old stock. Informally (not mandated) target all students in new uniforms by Semester 2 2021. Monitor status in Term 2 2021 to finalise transition. Consider Dress Code review at same time.  Business Plan – plan to review and simplify</p>	<ul style="list-style-type: none"> <li>• <i>Action if applicable</i></li> <li>• <i>P&amp;C to action transition plan</i></li>   <li>• <i>Staff working group to be established. Aaron and Shiona to meet on Mon 23 November 2020. Board to review at next meeting 02 December 2020</i></li> </ul>

NEXT MEETING:	Wednesday Dec 2 2020 Open Meeting	MEETING CLOSED:	2100hrs	SIGNED:	Aaron Bruce	04/11/2020
				CHAIRPERSON	DATE	