

Minutes of meeting No 1, Tuesday 14th February, 2023

ATTENDEES: Jenny Hess – JH (Chair), Robert Marshall - RM (Principal), Louise McCague – LM, Sophie Macqueen – SM, Candice Glass - CG (Staff), Maryann Tsai (MT), Jaylene Flynn – JF, Pascal Elahi – PE, Criz Manai – CM, Safiyyah Abdul Aziz – SA (Community)

Priority	1.0	Welcome and apologies	ACTIONS
	1.1	Opening and welcome: The meeting was opened by the JH (Chair), at 1.48pm with a formal acknowledgement of country.	
	1.2	Apologies: Jo Laufer (JL), Josh Honsa (JHo)	
	1.3	Confirmation of agenda: Confirmed.	
	2.0	Disclosure of interest	
	2.1	None.	
	3.0	Minutes of previous meeting	
	3.1	Review minutes of previous Meeting No. 5 - Attachment 1: MT – Moved CG – Seconded	Approved
	3.2	Actions arising from the Meeting No. 5 New members were requested to send CG a head shot of themselves for the school's website.	
	4.0	New Member Induction	
	4.1	Review of Terms of Reference – JH – all Board members received copy of Terms of Reference. Board members are asked to familiarise themselves re the classification of a Board members role. Board members are asked to sign and return to the Board chair of CG. RM – expressed the importance of formal Board training. These sessions are either online or in a group session. Refresher courses are also available. RM will investigate a group session.	
	4.2	Review of Code of Conduct – JH – presented the Code of Conduct to all Board members.	
	5.0	Appointment of Board Positions	
	5.1	Appointment of School Board Chairperson - RM – described the role of the Board Chairperson. JH – accepted the role of Board Chairperson for 2023.	
	5.2	Appointment of School Board Vice-Chairperson – SM – volunteered for the role. Board accepted.	

	5.3	Appointment of School Board Secretary – CG– volunteered for the role. Board accepted.	
6.0 Statement of Expection			
	6.1	RM – presented to the Board. To be signed by the Director General, School Principal and Board Chair.	
7.0 Principal's Report			
	7.1	RM – presented to the Board. New 3 year Strategic Direction 2024-2026. Board will be actively involved in this. RM welcomed all new members to the Board and all new staff members. RM to continue in Principal role for Semester 2. Selection process for the new permanent Principal will be undertaken in Term 2 and to commence in Term 3. Two new demountables have been installed over the summer holiday period. RM thanked Jo Adams for her time taken over the holidays to facilitate the installation. Board Chair extended her thanks on behalf of the Board. Annual report for 2022 has commenced. Draft review to be tabled at our next Board meeting. Once approved will be published in Week 1 of Term 2. Student Census is on Friday 17 th February. School budget and funding agreement to be tabled at next Board meeting. RM advised as projected student numbers are increasing the school will need to discuss with the Department. JH will initiate a conversation with our local MP, Geoff Baker to discuss. PP On-Entry Assessments will commence in Weeks 3-6 of Term 1. NAPLAN for Years 3 & 5 to be undertaken during Weeks 7 & 8. Practice testing for NAPLAN in next couple of weeks. Staff Development Day – 2023 Focus Priorities which was sent to the Board. Parent Information Sessions are continuing. New School Website is live using a new program. RM thanked SM for her work on this. Content to be updated in next couple of weeks. School admin will now be able to update Website as necessary.	
8.0 Como PS Focus Priorities 2023			
	8.1	RM – presented to the Board. Specific focus points to be reviewed by the Staff including teaching and learning needs of students, including neuro-diverse students, and students with disabilities and School communication with the Community to be reviewed.	

		PE – discussed “Flearning” otherwise known as Learning through Failure and how the school is managing children regarding failing.	
	9.0	Other Business	
	9.1	Nil	
	10.0	Next Meeting	
	10.1	Tuesday, 14 th March, 2023 at 1.30pm.	
	11.0	Roundtable evaluation	
	12.0	Meeting Close/adjournment	
	12.1	The meeting was then closed by the Chair at 2.40pm.	

Signed (Chair) _____ Date _____

Signed (Principal) _____ Date _____

Priority – For Decision(D), For Action (A), For Information (I)