

**ORELIA PRIMARY SCHOOL**  
**SCHOOL BOARD MEETING MINUTES**



<b>DATE:</b>	Thursday 10 <sup>th</sup> March	<b>CHAIR PERSON:</b>	Lara Davis	
<b>Time</b>	1.20pm	<b>MINUTE TAKER:</b>	Jane Littlewood	
<b>ATTENDEES:</b>	Joanne Stewart-Magee, , Jane Littlewood, Toni Scharf, Christine Winmar			
<b>APOLOGIES:</b>	Nazia Islam, Pip Davey			
<b>Item No</b>	<b>ITEM</b>	<b>LED BY</b>	<b>DISCUSSION/PROGRESS REPORT</b>	<b>Action – inform, discuss, endorse</b>
1	<ul style="list-style-type: none"> <li>Welcome to 2022 and Apologies</li> </ul>	Lara	<p>Pip/Nazia Apologies – Get pack for Christine for connect from office</p> <p>Pip - look for a replacement due to work commitments.</p> <p>Invite Rebecca Bermudo – DOE Works Dep- she submitted a request to join the board</p> <p>Charlotte put application in to become a member. Application has been accepted.</p>	Jane to send Lara Rebecca and Charlottes email.
2	<ul style="list-style-type: none"> <li>Approve Previous Minutes</li> <li>Declaration of conflict of interest</li> </ul>	Lara	Minutes approved – no conflict of interest	
3	<ul style="list-style-type: none"> <li>Endorse 2022 Budget</li> </ul>	Jo	<p>Voluntary contributions assembly draw. T2 Week 3</p> <p>Roger Cook will donate another bike for the voluntary contributions raffle. Week 9 - T3</p> <p>Julie to create a flyer – include OPS supplies all your books, paper and art supplies.</p>	<p>Julie to do poster for assembly.</p> <p>Tony to call Bobby in Roger Cooks office.</p> <p>Jo / Jane to re word poster before Julie creates it.</p> <p>Budget endorsed by the board.</p>

4	<ul style="list-style-type: none"> <li>Business Plan</li> </ul>	Jo	<p>Part 1:</p> <p>The outcome we are focusing on are on top of the sheet. The first three we have worked on for six years but we tweak it every year.</p> <p>We have realised over the past couple of years that health has become very important. We have a lot of children that benefit from this. We need to grow in this area.</p> <p>One focus on the school is an overall positive culture.</p> <p>Do extra T4 reading. Paid for ED campion analyse data. Teachers go online and analyse data.</p> <p>Attendance: Phone calls put pressure on families to get to school.</p> <p>Support students with zone of regulation.</p> <p>T2: Christy new will start. Very experienced due to working at Beltram on Tuesday and Thursday.</p> <p>YAC for leadership and cultural knowledge.</p>	
5	<ul style="list-style-type: none"> <li>Statement of Expectations</li> </ul>	Jo	Agreement between Department and school needs to be signed.	
6	<ul style="list-style-type: none"> <li>COVID plan and remote Learning Plan</li> </ul>	Jo	VOID – needs to be tweaked	Jo to share when done
7	<ul style="list-style-type: none"> <li>Leadership Model</li> </ul>	Jo	<p>Resend to all after MTG. Fogarty have had an Executive committee of 4 staff over 6yrs. After 6 years there will be four different models. We decided to work in phases.</p> <p>Admin → Curriculum Teams → Hass, Science etc → Teachers → Leader in K2 – Skye, 3/4 – Charmayne – 5/6 Mitchell, EA Colleen (Everyone trained in aspect of leadership)</p> <p>Meet and discuss issues / plan / access</p> <p>Not everyone will be doing it due to the union at the moment.</p>	
8	<ul style="list-style-type: none"> <li>Leasing the I-pads</li> </ul>	Jane	We have found most schools are now leasing goods. It works out better for budgeting, maintenance and future	

				<p>planning. We are currently looking at interactive whiteboards and I pads.</p> <p>New ICT committee for 2022 - Des, Julie J, Cam, Julie A, Jane and Jo. All have different abilities so work well as a team,</p>	
9	<ul style="list-style-type: none"> <li>Letters &amp; Sounds Intervention</li> </ul>	Toni	<p>Going well, went on PD last week. Older years are passing phases and should move on. In small groups they get more attention.</p> <p>3 new programs to run</p> <ol style="list-style-type: none"> <li>Trajectory – x amount of skills students need by end of year 2.</li> <li>Inderjit doing year 3 to 5 writing program.</li> <li>Carm – ICT interest. Going into 3 classes per term to support teachers with apps and integrate into learning.</li> </ol>		
10	<ul style="list-style-type: none"> <li>Maths Intervention Program</li> </ul>	Jo	As per above		
11	<ul style="list-style-type: none"> <li>Funding Agreement 2022</li> </ul>	Jo	Jo and Jane will budget and work according to finance policy and legislations.		
12	<ul style="list-style-type: none"> <li>General Business</li> </ul>	Jo	<p>Tronox – we have submitted a request for \$2500 sponsorship for 2022</p> <p>Andrys dad has doctorate in science – maybe careers day?</p> <p>Science club? Chase Gabby at Tronox</p> <p>P&amp;C had initial Mtg – 8 people showed up. George was re-elected president, Jax's Aunty elected Vice President and Gabrielles mum Jodie Roberts elected treasurer. Having another meeting March 24<sup>th</sup>. They're hoping to get people to enable opening of the canteen</p> <p>If no camp due to covid restrictions 4 or 5 days out instead. Jane currently trying to change camp to term 3 (August)</p>	Jane to chase Gabby at Tronox	
NEXT MEETING:	2 <sup>nd</sup> June @12.15pm	MEETING CLOSED:	2:47pm	SIGNED:	