



# Excelsior School Board

Independent Public School

## Meeting Minutes

<b>DATE:</b>	<i>22 May 2019</i>	<b>CHAIR PERSON:</b>	<i>Cameron McLean</i>
<b>TIME:</b>	<i>6:11pm</i>	<b>MINUTE TAKER:</b>	<i>Stephanie Taylor</i>

<b>ATTENDEES:</b>	<i>Simone Hall, Cameron McLean, Karen Pott, Jennifer Capelli, Jayde De Stefano</i>
<b>APOLOGIES:</b>	<i>Luke Walsh</i>

ITEM REF	ITEM	LED BY	DISCUSSION / PROGRESS REPORT	ACTION & TIMELINE
1.	Welcome and Apologies	Chair	Apologies / Absentees: <ul style="list-style-type: none"> <li>Opening and welcome</li> <li>Apologies and absentees - Luke Walsh, Adam Fay, Olwen Searle, Kristen Wallace.</li> </ul>	
2.	Confirmation of Agenda Disclosure of Interests	Chair	Members confirmed the agenda.  The Board noted there were no real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda.	
3.	Acceptance of previous minutes	Chair	Minutes of last meeting presented by Board Chair. Accepted by Jen Capelli, sec Karen Pott as a true record.	Delete apology from Jayde as she was present.
4.	Minutes/Business arising from previous minutes		<ul style="list-style-type: none"> <li>Board members to send photos and introduction to Simone ASAP as these have been lost in the system.</li> <li>Check newsletter for Ziggie's contribution paid to school for parents information.</li> <li>Board to schedule time for discussion how Board can help the school.</li> </ul>	Members to send profiles and photo to Simone/Stephanie ASAP so these are loaded onto the school website.

			<ul style="list-style-type: none"> <li>• New member required. We need to encourage people to apply for this position. Information to be sort and clarified at next meeting. Query tied vote on the election process.</li> <li>• Unincorporated Board so members are not liable for financial position.</li> </ul>	Simone to investigate the decision making process required for new members.
5.	AGENDA	<p>Chair</p> <p>Simone</p> <p>Cameron</p> <p>Jayde</p>	<ul style="list-style-type: none"> <li>• Business Plan - Board members encouraged to review this regularly. Will discuss again when more members are present.</li> <li>• One Line Budget - Contributions down on last year. Have tried raffle last year, however didn't make a difference to the overall percentage. Members suggested other ideas to encourage more payment. Will look at this in the future. Variance is quite high but fluctuates depending on leave/and finalising staff. Money needs to be kept available in here as, if a student who has funding leaves so does the money. Board training was beneficial for members and Cameron will send link to members who wish to learn more.</li> <li>• Annual Report - Errors were fixed. Concern over the Yr5 results. Overall this is a weak cohort with a number of special needs. Overall grades included one assessment piece that not all students completed. As children get older the gaps in learning get bigger. On entry assessment in pre-primary and other tests are identifying weaker cohorts. New students can also change the results. School has extra EAs, mastery reading and support teachers in place to help. Split 5/6 classes are working really well with capabilities and extension.</li> <li>• Maths Improvement Plan - Plan was presented to members outlining schools plans to meet or better like schools in Naplan results. The plan identifies areas for concerns and whole school strategies for improvement. Numero extension is being run again with Mrs Moore. A push is on the extension for students through STEM and maths. Maths committee looking at online resources for iPads to reinforce the basic facts that have been taught. Plan outlines how each level, be it talented and gifted, mid range or lower ability levels are being provided for.</li> <li>• Funding Agreement - Outline of the funding given to the school and how the school needs to be accountable for these funds. It is funded on the student census each year. Members read the agreement and discussed the different areas of</li> </ul>	

			<p>funding and how they were calculated in our school. Agreement was signed by the Chairman and will be filed for audit.</p> <ul style="list-style-type: none"> <li>• Camp - Teachers are pumped and all is ready for next week.</li> <li>• Naplan - All went well. We did not experience any loss of connectivity in our school. Teachers and students were calm.</li> <li>• Connect group - Cameron is looking at setting up a group for Board members to save paper and printing costs.</li> <li>• Out of School Hours Care - Expires this December. Cameron met with Camp Australia and Stephanie is meeting with OSH Club to seek proposals. These will be presented at the next meeting.</li> </ul>		Cameron to send Board links to members
6.	General Business	Chair	Nil		
8.	Conclusion	Chair	Next meeting to be held on 19 June at 6pm		
NEXT MEETING:		19/06/2019	MEETING CLOSED:		7:16pm
SIGNED:			CHAIRPERSON		DATE
					22.05.19