



Minutes – 15 March 2021

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
1	Opening & welcome	Chair		
1.1	Attendance/apologies / absentees	Chair		Present: Duncan Smith (Chair), Micalay Ross, Kate Jones, Emma Dearing, Duncan Smith, Lisa O'Neill and Jo Fox Minutes: April Oswald Apologies: Tim Brooker and Derek Monks
1.2	Confirmation of agenda and correspondence	Chair		
2	Disclosure of Interest	All		
2.1	Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda.			Nil
3	Minutes of previous meeting	All		
3.1	Review of previous meeting minutes 23 November 2020. <i>Recommendation: That the Board endorse the minutes pending corrections, if any.</i>	Chair	Yes	Endorsed: Kate Jones Seconded: Duncan Smith
3.2	Actions arising			❖ Co-opt Community Member – Carol Shillingsworth. Chair since found out Carol has relocated to Port Hedland.
4	Decisions required			
4.1	Financial Budget for 2021 <i>Recommendation: The Board note the budget for 2021</i>	Principal	Yes	Noted
4.2	Financial Report <i>Recommendation: That the Board endorse the Financial Report for December 2020 and February 2021</i>	Principal	Yes	Endorsed
4.3	Tenure: Membership concludes after 1 st Mtg Term 2.	Chair	Yes	<ul style="list-style-type: none"> ▪ Derek Monks confirmed with Chair that he would not be seeking to be re-elected. ▪ Jo Fox tenure June 2021, she will inform Chair in due course as to whether or not seeking to be re-elected. ▪ Tim Brooker as yet to advise whether or not he would be seeking re-election. ▪ Lisa O'Neill, happy to continue. ▪ Emma Dearing taking on Josephine Eastwood's tenure (Tm 2 2021). Action : Principal to seek EOI from staff.
4.4	Class profiles information to parents	Principal	Yes	Feedback from the board for the paragraph under 'recommended class sizes' be tease out, as well as during class parent meetings. Add to the Q&A how specialist classes operate. Endorsed: Jo Fox Seconded: Emma Dearing
5	Items for Discussion			

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5.1	COVID-19	Principal	No	Still in Phase 4, requesting parents to remain outside classrooms due to the 2m requirements. Assemblies and carnivals can continue, i.e. Easter Hat parade, ANZAC etc as outside. Additional cleaning will continue this term. When transitioning between classrooms hand washing is still carried out.
5.2	Statement of Expectation	Principal	Yes	Document needs to be signed off Term 2, 2021. Forms the foundation of our business plan moving forward. Received
5.3	Assembly	Principal	Yes	Dates to be confirmed and tentative expressions emailed out to board.
6	Items for information			
6.1	Principal's Report	Principal	Yes	Received
6.2	Pathway along Spoonbill	Chair	No	Kate Jones received an email from the Shire. Chair advise response from Peter Collins acknowledging communications and indicating costs would be in the vicinity of approx. \$64k. Peter indicated will put in their planning for budgeting 2021/2022.
7	Other business			
8	Meeting closed:			7:09pm
8.1	Next Meeting:			3 May 2021

SIGNED:		03/05/2021
	CHAIRPERSON	DATE
		03/05/2021
	PRINCIPAL	DATE