



# Roebuck Primary School Board



## Minutes – 23 October 2023 commencing at 6pm

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
<b>1</b>	<b>Welcome and Acknowledgement of Country</b>	<b>Chair</b>		
1.1	Attendance/apologies / absentees Meeting open 6.08	Chair		Present: Duncan Smith, Bianca Browning, Carla Hall, Kelvin Shem, Ryan Kent, Tim Brooker Minutes: Apologies: Kerry Howard, Riki Burton, Sarah Goedecke
1.2	Confirmation of agenda and correspondence	Chair		
<b>2</b>	<b>Disclosure of Interest</b>	<b>All</b>		
2.1	Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda.	Chair		Nil
<b>3</b>	<b>Minutes of previous meeting</b>	<b>All</b>		
3.1	Review of previous meeting minutes, 31 July 2023. <i>Recommendation: That the Board endorse the minutes pending corrections, if any.</i>	Chair	Yes	<b>Endorsed:</b> Carla Hall <b>Seconded:</b> Duncan Smith
<b>4</b>	<b>Decisions required</b>			
4.1	Financial Report <i>Recommendation: That the Board note the Financial Report for 17 October 2023</i>	Principal	Yes	<i>Noted</i>
4.2	Minimum Expenditure Requirement <i>Recommendation: That the Board note the MER</i>	Principal	Yes	<i>Noted</i>
4.3	<b>School Development Days</b> <i>Recommendation: The School board endorse the proposed School Development Days 2024.</i>  <i>Endorsed: Tim Brooker</i> <i>Seconded: Duncan Smith</i>	Principal		The School Development Days for 2024 as endorsed by the Broome Cluster School Principals' are: SDD 1 - Monday 29 January (Term 1) SDD 2 - Tuesday 30 January (Term 1) SDD 3 - Monday 15 April (Term 2) SDD 4 - Friday 31 May (Term 2 – Cluster conference) SDD 5 - Monday 15 July (Term 3) SDD 6 - Friday 13 December (Term 4 – Trade Off)
4.4	<b>Proposed netball dresses</b> <i>Recommendation: The School Board endorse the proposed design for the Roebuck Primary School Netball uniform.</i>	Principal	Yes	The proposed designs for the netball dresses were voted on and approved by the P&C, they reflect the same design as the current shirts used for interschool carnivals, to ensure that in the event that boys participate in the netball carnival the existing shirts can still be utilised.  <b>Endorsed:</b> Bianca Browning <b>Seconded:</b> Carla Hall <i>Please speak to Phys-ed Ryan Kent on sizing to discuss discrepancies on sizing of uniform.</i>
<b>5</b>	<b>Items for Discussion</b>			
5.1	NAPLAN Results – school and Cluster context	Chair / Principal	Yes	Shared school's success and celebrations and discussed ICSEA and Deciles to acknowledge Roebuck PS achievements pertaining to Like School context and reflected SCFM – funding.

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5.2	SCFM – profile – Cluster school context	Chair & Principal	Yes	Sharing SCFM context and how income is received and variation in funding amounts between the schools in Broome and challenges for Roebuck PS
5.3	Cluster Utilities Update Report on Finance Meeting in Central Office	Principal	No	Principal explained the costs and actions of the Cluster Principals on Electricity and Water usage costs.
5.4	Student Health in Public Schools procedures (Seek board member to go on reference group) P. 11 - p13	Principal	Yes	Ryan Kent – Board Representative Principal to seek Parent Representatives
5.5	Bus Hire rates	Principal	Yes	Ryan explained the significant increase by a bus hire company and the implications on future excursions especially sporting events. Eg Derby C'val Prospect of implications on parents / carers to drop off and pick-up from events. Co-share with other schools. Staff car use not sustainable or practical Schools to continue to explore options on bus / company usage. OPTION – Consider a payment parent up front semester / semester pre-payment plan Re-visit VC&C for Excursions 2024 Report back to the Board Wk 7 meeting after Cluster Principals' mtg – option to negotiate as a cluster school fee
<b>6</b>	<b>Items for information</b>			
6.1	Principal's report	Principal	Yes	Tabled and acknowledged
6.2	Open Night feedback – sharing and proposal for other surveys	Principal	Yes	Discussed and shared insights and perspectives. Swimming C'val, P/1 and student selection in to classes – revisit
6.3	Broome Cluster Independent Public Schools – End of Year Function	Chair	No	School Board members are invited to the Broome Cluster IPS function on Friday 24 November, 5pm – 7pm, Broome Golf Club.
<b>7</b>	<b>Other business</b>			
<b>8</b>	<b>Meeting closed:</b>			8.00pm
<b>8.1</b>	<b>Next Meeting:</b>			20 November 2023

<b>SIGNED:</b>		20 November 2023
	<b>CHAIRPERSON</b>	<b>DATE</b>
		20 November 2023
	<b>PRINCIPAL</b>	<b>DATE</b>