



Coolbinia Primary School Board

Minutes of the meeting held Tuesday 17 March 2015				
TIME	Coolbinia Primary School Staff Room Tuesday 17 March, 5.30pm		Who: Identify person to lead discussion on that item.	
	Board to: Identify whether board is to note, confirm or decide in relation to the item.			
17.30pm	1.0	Apologies & Attendance		
1.1	Attendance: Mark Wirtz (Chairman), Shayne Harris (Principal), Julia Creasy (on behalf of Debra Holland) (Associate Principal), Sue Meaghan, Pubudu Premachandra, Adam Scott and Ian Yiannakis (Parent Representatives), Eve Lucas (Community Representative) Annemarie Dembo (Staff Representative) and Rebekah Melville (staff representative).		Mark	
1.2	Apologies - nill		Mark	
1.3	Confirmation of agenda.		Mark	
17.45pm	2.0	Disclosure of interests none declared		
17.46pm	3.0	Minutes of Previous Meeting		
3.1	<p>Review of meeting minutes all true and correct Sue Meaghan requested that item 4.3 should read:</p> <ul style="list-style-type: none"> • Uniform <ul style="list-style-type: none"> - There was not enough interest in a full scale review so a small interest group of interested parents was established to conduct a research project - That interest group conducted a research project and suggested modifications to the dress code based on their findings - These suggested modifications were subsequently considered by the board - Sue read the collated tracked changes to the current Schools Dress Code to the board - Changes were received via email from the Board members and the P&C. The reviewed dress code will be sent via email with the drawing of the new shirt with wording attached <p>The Board accepted the modifications to the school shirt. Nicole Brosnan, a member of the uniform committee explained most of the out dated stock has been sold off to other schools. A local supplier can provide the modified shirt and other updated skirts, skorts and shorts for the state of the 2015 school year.</p>		<p>Board will view a preliminary budget at the next meeting</p> <p>Confirmed Seconded</p>	<p>Mark Wirtz Pubudu</p>

4.0	Actions Arising		
4.1	<ul style="list-style-type: none"> • Budget Report <ul style="list-style-type: none"> - Budgets will be finalised late March - Spending has been held off until final figures are known later in the month - No new allocation allocation plans have been written in 2015 - Proposal for board. We have \$500,000 in unused salary funds - We are looking to place another coordinator role - There are no new initiative, therefore no new accounts on the budget - The DOE has been asked to fund costs around the school for minor projects - The school in currently funding a \$60,00 shortfall in funding for students with disabilities 		Shayne
4.2	<ul style="list-style-type: none"> - Shayne Harris - Thanked Mark Wirtz for welcome 		
4.3	<ul style="list-style-type: none"> - Policy Review - The board read viewed the Policy Review schedule. - It was suggested that a notice could be placed on the school website, listing the policies to be reviewed and asking the school community to register their interest in commenting on the policy. 	All board members to familiarise themselves with the policies as detailed on the school website	
4.4	<ul style="list-style-type: none"> - Annual Report - This report is not yet ready for the Board - Permission was sought to move this item to the next Board meeting - The Board will receive a draft of this document in Week Ten, Term One, 2015. 		
4.5	<ul style="list-style-type: none"> - Board Structure - Board structure to be reviewed, including succession planning. This is to be presented on a spreadsheet - Suggestion of involvement of and ECU academic on Board. This was generally considered to be unnecessary as the current arrangement with ECU seems to be working very well with the school. - The Board may consider inviting expert community members to take a consultative (non-voting) role on 	Mark Scott to create spreadsheet	

4.6	the Board when required.		
4.7	<ul style="list-style-type: none"> • Stephanie Alexander Kitchen - Policy to be renewed for 2015 		
	<ul style="list-style-type: none"> - New Roles - Julia Creasy has been appointed as the Curriculum Coordinator. Her role has been increased to three days a week. This is a non-teaching position - GATE/SAER role to commence Term Two. This should be an ongoing and sustainable role. - The two new appointments will allow the Associate Principal to focus on NQS 		
18.11	5.0	Other business	
5.1	<ul style="list-style-type: none"> - School Effectiveness Survey - Suggested revisit of survey outcomes and reflect on action taken from survey 		Sue Mark
5.2	<ul style="list-style-type: none"> • Goals for the Year - Sue suggested a statement of intent to be placed on the school website, outline the goals and key areas of improvement for the Board in 2015 		Sue
5.3	<ul style="list-style-type: none"> • Quiz Night update - The night was a fantastic success - Great to see staff there as well as past families - Over \$11,000 raised 		Mark
5.4	<ul style="list-style-type: none"> • Library update - Julia Creasy, Annemarie Dembo, Debra Holland and parent helpers have carried out a stocktake of the library stock. This included discarding old, damaged and outdated books. These were sold in a book sale, raising \$1300 for the immediate purchase of new books. A new school in Broome will take unwanted books following the book sale. 		Shayne
5.5	<ul style="list-style-type: none"> • Storage - Storage is needed around the school, hence the furniture at the back of the undercover area 		Shayne
5.6	<ul style="list-style-type: none"> • New Uniform - Visually, there appears to be a good uptake - No complaints - Sold out - The uniform shop team have done an outstanding job in rolling out the new uniform. 		Mark
		Next meeting	
		Tuesday 6pm. Date to be confirmed	
18.25pm	6.0	Meeting closed	

Signed (Chair)

Date