

Teresa Wigg – Principal	Joanne Tester – Staff Representative	Nerida Campbell – Staff Representative
Xylina King – Staff Representative	Sian Anyon – Parent Representative – Yr 2	Kirsty Flugge – Parent Representative – Yr 2
Lisa Ramm – Parent Representative – Yr 2	Claire Fleming – Parent Representative – Yr 3	David Harries – Parent Representative – Yr 2
Melissa Tasarip – Parent Representative - Yr 1	Hayley Godfrey – Parent Representative – Yr 1	Georgia Kowald – Community Representative – Yr 2
Sue Thompson – Community Representative – Yr 2		



Agenda and Minutes

Board Meeting

Time:	6.00pm
Date:	Thursday 9th September 2021
Location:	Braeside Primary School
Chair:	David Harries
Apologies:	Georgia Kowald, Melissa Tasarip, Lisa Ramm

Time	Item	Documents	Purpose	Led By	Recommendations
6.00pm	<ul style="list-style-type: none"> Welcome Introductions Apologies Noting of minutes of last meeting. Correspondence in and out, Conflicts of interest 	<p>Previous Minutes</p> <p>Correspondence</p>	For approval	Chair	<p>Minutes of the previous meeting are endorsed. Teresa, Xylina seconded.</p> <p>David welcomed Carlos to the board.</p> <p>Correspondence – NIL</p> <p>Conflicts of interest – David will sustain from voting when talking about Student Councillors.</p>
	1. School Board Training Module 2 - Foundations of an effective council or board	Module 2 given to members.	Compliance	Teresa	<p>David would like an Induction Policy for all new staff.</p> <p>David would like the School Values reviewed.</p>
	2. Survey results – Community survey questions	Year 2021 parent survey discipline dialogue		Teresa	<p>Teresa explained to Carlos what the parent survey was about.</p> <p>Teresa explained discipline dialogue.</p> <p>Explained what we are doing on the data day.</p> <p>Work around the learning pit.</p> <p>Explained facts identified in the Data.</p>

	3. Contributions – Voluntary 2022 Contribution level	Contributions & Charges	To give to parents	Teresa	Hasn't' changed except for bus to Bendigo Cup Can it be approved to have Choir optional. If we don't have items in the contributions and charges, we can't charge for it. David moved the contributions and charges – All in favour.
	4. 2022 Development days	Staff Calendar		Teresa	Extra term one – New staff None term two – due to NAPLAN Term three – Friday due to part time staff and to give kids a break Term 4 – First Day due to data We try to co-ordinate with other schools. Everyone in favour. Teresa to email dates to surrounding schools.
	5. 2022 Booklist	Book list	To go to parents	Teresa	All in favour
	6. 2022 Student Council Policy and number of Councillors	Student Council Policy	Sent home to parents prior to voting		Teresa explained the process of Policy. Document was sent home last year prior to students nominating. This will be done again this year. David & Teresa abstained, all others were in favour.
	7. Financial Update	Salaries Plan	Projecting into 2022	Teresa	We have permanent staff attached to students, we are losing students. Trying to have a salary buffer at the end of the year for next year. Aim to roll over \$100 thousand in Salaries to keep staff. Teresa explained cash budget.
	8. General Business				
	Close of Meeting	Council/board Calendar	For noting	Chair	Affirm next meeting date and time



Braeside School Board Action Items Register

Meeting Date	Reference	Item	Person Responsible	Status	Action
	- School Board Training		Teresa to give to Kerry		Put checklist on Connect. Teresa has checklist.
	- Contributions and Charges		David		Passed by all
	- Kowalds Newsagency		Teresa		Follow up with Kowalds in kind contribution
	- Public meeting		David		Next meeting 21 st October. It will be advertised on Website and Facebook
	School Board Training		Teresa		Teresa to follow up next training for her and David