



School Board Meeting

Minutes

Meeting Number & Location	Meeting Number 82 – Library
Date:	Thursday 28 November 2024 at 7:30am

Time	Item	Action		Who
Welcome and Apologies				
7:36am	Opening and Welcome		Chair	
Board Members in Attendance	Travis Miller	(Principal)	Rowena Skinner	(Community Representative)
	Yuanji (Gigi) Wen	(Board Chair)	Bronwyn Ife	(Community Representative)
	Catherine McNaughton	(Parent Representative)	Bek Terry	(Staff Representative)
	Erika Voges	(Parent Representative)	Sharon Cockroft	(Ex-officio Executive Officer)
	Alex Barry	(Parent Representative)		
	Antony Barrier	(Parent Representative)		
Apologies	Tara Claassens (Staff Representative) Anthea Davies (Staff Representative)			
Agenda	Confirmed			All
Disclosure of Interests				
7:36am	2.0	No conflicts of interest declared.		
Minutes of previous meeting				
7:37am	3.1	Review of previous meeting minutes	Minutes confirmed	Moved: C McNaughton Seconded: B Ife
7:38am	3.2	Actions arising from previous minutes	Correction to Minutes: 4.4 Reporting requirements have changed commencing from Semester 2 2024.	
Priority Items for Decision/Discussion				
7:42am	4.1	Thank you to outgoing Board members	- Thank you to Catherine McNaughton and Anthea Davies for their time on the Board. - Call for nominations for staff and parent representatives in early 2025.	
7:44am	4.2	Chaplain Report	- Report circulated. - Chaplaincy service has added a new dimension to help support students and staff. - Continuing as 2 days per week in 2025.	

			Board passes on their thanks to Chaplain Louise.	
7:48am	4.3	Business Plan Review	- Term 4 School Development Day – staff reviewed performance against the Business Plan Community priority. - Playground Update – currently stalled with the Heritage Department of Town of Vic Park due to the old Oak Tree. Can not go out to tender until plan is approved by Town of Vic Park. P&C and School have funds to cover original quote. - Travis is meeting with Hannah Beazley 29 November, will be raising issues with deterioration to the aging Admin Block (tuckpointing, fretwork, floor re-stumping).	Moved: A Davies Seconded: C McNaughton
7:55am	4.4	End of Year Events	- Carols at sunset 6pm tonight. Picnic from 4pm. - Graduation 9am on 4 December – Board invited. - Yr 6 Dinner dance in the evening. - Yr 6 Adventure world big day out 6 December. - Book Presentation Assembly and thank you morning tea – 11 December. - End of Term 12 December. Bell ringing after Megadraw.	
8:00am	4.5	Mandarin Classes Update	- Classes run from 3:15 to 5:30pm. 21 children attending. - Majority have a Chinese background but some with none. - Expression of interest sent for 2025 enrolments.	
8:05am	4.6	Extra-curricular Events	- Chris Mayne (ex Dockers/Collingwood player) running football academy on a Tuesday afternoon at Raphael Park. 20 VPPS students have been attending along with Mr Nicolay. - Drama group possibility for 2025. - Will update extra-curriculum calendar to show which activities have a charge.	
8:10am	4.7	Financial Report	- School Financial Summary Report was circulated and discussed. - Similar budget position expected for 2025. - NDIS and EALD funding should be similar for 2025.	
8:22am	4.8	Principal's Report	- Remembrance Day Ceremony – choir and Yr 6s attended. - Choir also performed at Telethon and MCF. - Thank you for 2024 and assistance with the successful Business Plan review. Thank you also for the Board's assistance with current Business Plan and helping to set a path for the future. - Outstanding results for AMC and ICAS this year. - NAPLAN results excellent. - Year 6 students are ready for high school. 2025 student councillors have been selected. Standard of speeches were the best ever. 2025 teaching staff is completed and budget planning underway. - Thank you to Catherine and Anthea for their time on the Board. - Looking forward to working with the Board in 2025.	
Meeting Closure				

8:30am	5.1	Next Meeting	• Next meeting to be held 20 February, 7:30am in the library.	Chair
8:31am	5.2	Closure or adjournment of meeting	• Gig thanked Travis and the school for 2024. • Meeting closed at 8:31am.	Chair

Minutes sighted and approved by:

Principal – Travis Miller

Date

Chair – Gigi Wen

Date

