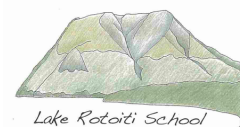


Board of Trustees minutes

28 July 2020



Present: Mike, Alison, Paul, Alistair, Megan Minutes: Sjaan	
Apologies: Nil	
Declaration of interest:	
Motion: That the above items be accepted. N/A Moved: Seconded: Carried: All	
Agenda items: <ul style="list-style-type: none"> • Filling vacant seats on board • Update on multipurpose classroom upgrade; including Tender report • Update on schoolhouse windows & fireplace • Update on wooden fort hazards/plan • Brass instruments 	
Motion: That the previous minutes be accepted as true and correct. Moved: Mike Seconded: Paul Carried: All	

Discussions and decisions:	Personnel
Matters Arising: (from 16 June 2020 minutes)	
Filling vacant seats on board <ul style="list-style-type: none"> • Four parents requested that the matter go to election. Alistair has approached Ingrid and will begin a bi-election and notify that nominations will be asked for. 	Alistair to check school bi-election and wording to notify parents.
Update on multipurpose classroom upgrade; including Tender report <ul style="list-style-type: none"> • Mike presented specifications for classroom upgrade and will be presented to the board at the next meeting. 	Paul will review to ensure all requests have been covered.
Update on schoolhouse windows & fireplace <ul style="list-style-type: none"> • Paul reported on the builder's report. Priority one is to replace fireplace at \$5,500 (fair and reasonable price). • Paul reported the consent application fee online may need copy of school title (lease hold) <p>Moved: Megan Seconded: Alison Carried: All</p> <ul style="list-style-type: none"> • Estimate external roof and window frames \$8k move to progress with a quote if less than \$8k. If more, Paul will go back to the board for approval <p>Moved: Megan Seconded: Alison Carried: all</p>	

<ul style="list-style-type: none"> The third priority is double glazing in schoolhouse – all double glazing is too expensive, the recommendation is to take out glass and replace panels, louvre windows, curtains and fly screens. Propose to double glaze front door and window but replace curtains. Shift everything from steam room to shed. 	
<ul style="list-style-type: none"> Landscaping 	Paul will put together a landscaping plan
<ul style="list-style-type: none"> Asbestos report 	Paul to purchase a \$70 asbestos kit
<ul style="list-style-type: none"> Variety Club would like to donate two bikes and sports gear. As all students have bikes a decision is required as to what to do with the bikes. <p>Moved: Megan Seconded: Alison Carried: all</p>	Everyone to give ideas to Alison or Mike
<p>Update on wooden fort hazards/plan</p> <ul style="list-style-type: none"> Authorised Paul to remove triangle and tunnel and minimum repair to square tower on 16 August. Do minimum now and if it passes inspection we can then apply to RATA for funding for a slide. <p>All in agreement.</p>	
<p>Public excluded:</p> <p>Motion: That the public be excluded from the following part(s) of the proceedings of this meeting namely agenda item brass instruments and inwards correspondence. The grounds are that the matter is one of property and personnel and the reason is to protect the privacy of the individual(s). This motion is proposed to comply with Sec 48 of the LGOI & M Act 1987 and the special requirements when moving to exclude the public.</p> <p>Moved: Alister Seconded: Mike Carried:</p> <p>The meeting resumed in public at 8.18pm.</p>	Alistair will write a letter regarding brass instruments
<p>Reports</p>	
<p>Principal's report:</p> <ul style="list-style-type: none"> Principal's report was presented. 	
<ul style="list-style-type: none"> Discussion was held about Analysis Grid – Megan found it helpful Concern is about maths and knowledge but have a solution 	
<ul style="list-style-type: none"> Curriculum review – discussion around ESOL 	
<ul style="list-style-type: none"> Science report – no comparative data – will have in 3 years 	
<ul style="list-style-type: none"> Attendance – no problem in students attending. Finishing same date this year despite COVID. One year 5 enrolment and another coming soon. Total = 24 by end of term. Music lessons – Teacher can include adults in lessons to make it economical to come out to St Arnaud. She can advertise. 	

<ul style="list-style-type: none"> Property inspector – lock down locks should not be that high. Pool gate is not compliant. Pine trees by shed require attention. 	Paul will make arrangements to maintain the pine trees.
<ul style="list-style-type: none"> Aquaflow will pump water into bins and pump back in when fixed. Move one bund on top of the other. 	Paul will contact and arrange.
<ul style="list-style-type: none"> AKO safety matting for paths if less than \$1k proceed, if above then back to board for approvals. 	Alison to follow up.
<p>Motion: That the Principal’s report be accepted. Moved: Mike Seconded: Alistair Carried: All</p>	
<p>Finance report: June 2020 financial report presented by Megan</p> <ul style="list-style-type: none"> Cash income – ipads allocated to two accounts <p>Moved: Megan Seconded: Mike Carried: All</p>	
<p>Property report:</p>	
<p>Motion: That the Property report be accepted. Moved: Seconded: Carried: All</p>	
<p>Health and Safety report:</p> <ul style="list-style-type: none"> Addressing ice issue with safety matting. 	
<p>Motion: That the Health and Safety report be accepted. Moved: Seconded: Carried: All</p>	
<p>General business:</p>	
<p>Policy Review Term 3 - as per SchoolDocs review schedule</p> <p><u>Learning Support policy, Appointment policy & procedures and Child Protection policy</u></p> <ul style="list-style-type: none"> Defer policies to review until next meeting. 	
<ul style="list-style-type: none"> ERO approached Mike and Alistair about COVID and mental health of community rather than students learning. Alistair commended teachers on technological response. No longer doing spot inspections. 	
<p>Correspondence:</p>	
<p>Received/outgoing</p> <ul style="list-style-type: none"> Nil 	
<p>Update on response to previous correspondence (in-committee)</p> <ul style="list-style-type: none"> Nil 	
<p>Meeting closure: Time 8.21pm Next meeting on: 25 August 2020 at 7pm Further agenda items will be called the week prior to the next meeting.</p>	