

	Millen Primary School Board Meeting
Time	3.05pm to 4.20pm
Date	11 th March 2021
Location	Staff Room
Chair	Linda Adnyana
Secretary	Janine Leng
Principal	Isobel Comrie
Attendees	Janita Woods, Belinda Farcich, Renee Darbyshir, Paul Kellick, Kate Harwood, Sam Sterrett,

Item Number	Summary of Discussions	Actions
Welcome and Apologies	Linda welcomed all members and did Acknowledgement of Country. Apologies Han Oh, Tamara Hill, Catherine Finch	
Conflict of Interest	Linda declared to the Board then she has been elected as the School Board Chair for Kent Street High School	
Minutes of Previous Meeting	To be circulated with these minutes	
Correspondence	Invitation to Ben Wyatt morning tea – which was cancelled	
Actions arising	The Board's Action Register was noted, with no urgent Actions arising to discuss. Business Plan will be discussed in the meeting. Multi-Cultural Engagement will remain on the register	
Principals Report	Isobel presented her report to the Board and addressed the following points: School Review – The review cycle is every 3 years and the school's last review was in 2012. Isobel spoke about the domains that are being assessed.	Isobel will send out a calendar invite for members to meet with

	<p>The review team will meet with staff, students and parents. A report will be provided to the school once the process is complete.</p> <p>ACER PAT – Isobel spoke about this assessment tool to assist the school with its school data collection. The administration team met with Sam Sterrett who shared some insight on how the data and evaluation is used at Scotch College.</p> <p>Literacy Support Program – Isobel spoke about this program and how it is overseen by the Deputies.</p> <p>Aboriginal Parent Centre – as part of our Business Plan (Nurturing a Connected Community) the school will re-launch the Aboriginal Parent Centre to help engage Indigenous families with the school</p>	<p>her to help with the desktop evaluation. The date will be Wednesday 17th March at 3:30pm.</p> <p>A suggestion was to have a Welcome to Country ceremony at the start of each school year – maybe at the first assembly.</p> <p>The school will look at Community events ie the WCE programs and the Wirrapunda foundation.</p>
<p>Business Plan</p>	<p>Isobel presented a draft version to the Board. The ACER PAT will be mentioned in the Business Plan and there will be a few format changes.</p> <p>The Board approved the Business Plan for 2021 - 2024</p>	
<p>Statement of Expectation</p>	<p>Isobel spoke about the new statement with the Board. Isobel advised that all school must endorse this Statement</p> <p>The Board noted the Statement of Expectation and it was signed by the Chair and Principal at the meeting.</p>	
<p>Finance Reports</p>	<p>Janine spoke about the Student Centered Funding for 2021. The breakdown the school received based on the census and the amount budgeted for salaries and cash.</p> <p>Janine provided verbally a breakdown on how each funding component was budgeted for and provided the Board with the cash budget and priority funding for 2021.</p>	

	The Board approved the School budget for 2021.	
P & C Update	<p>Catherine was an apology for the meeting but email through the following information:</p> <ul style="list-style-type: none"> • The following office bearers were elected at last night's AGM. President: Cherie Elder Vice President: Sandie B Treasurer: Paula Simpson Secretary: To be confirmed. Executive committee: Steven Feast, Meredith Oh, Sarah Yates I will remain the P and C rep on the board. The outgoing office bearers were thanked for their efforts. • There is a candidate for canteen manager currently being interviewed. It is hoped that the canteen may be up and running in term 2. • P and C will be doing the sausage sizzle and cake/bake stall on Election Day this Saturday. • Next P and C meeting is 10th May, to discuss funding goals for 2021. 	
Higgins Park Update	Nothing to report and can be removed from future agenda items.	
Other Business	<p>Isobel will email Roni Forrest and invite her to attend the following events and meetings</p> <p>NAIDOC Celebrations – 6th May</p> <p>School Board AGM – 3rd June</p> <p>Week 3 term 3 meeting.</p>	
Next Meeting	Week 3 Term 2 2021	Janine will send out calendar invites for all Board Meeting for the year

Signed _____ Chair Date _____