



BOARD OF MANAGEMENT

MINUTES

MEETING No. 14 31st August, 2016

Present: Leon Colla, Brendan Shanahan, Pauline Alabakis, Maria Peterson
Greg Carey, Rebeca Lopez, Kristin Maluccio, Patricia Ducuara, Tim Whitmore,
John Cronin

Apologies:

ITEM		DESCRIPTION	ACTION
1.0		<p>Welcome The Chairperson declared the meeting open at 6.06pm and welcomed all those present to the meeting.</p> <p>Acknowledgement of traditional custodians of the land.</p>	
2.0		Apologies	
3.0		<p>Prayer The meeting commenced with a prayer</p>	
4.0		<p>Minutes of the Previous Meeting The Minutes of the Previous Meeting (Meeting 13) were read and approved.</p> <p>Moved: Maria Peterson Seconded: Kristin Maluccio</p>	
5.0		Business Arising from the Minutes	
	5.1	Establishment of a Risk Assessment Committee (Agenda item)	NOTE
	5.2	Third Party Partnerships Leon presented a draft copy of the Third Party Partnerships Policy. To be placed on the agenda for the next meeting.	
		Board Business	
	6.1	<p>Principal Reflections Leon reported on some issues that have been occurring over the last few weeks, including: Staff PD day to Mary MacKillop centre NALAN results have been received and distributed to parents Teacher has left the school - Cassie Renfrew</p>	NOTE
	6.2	<p>Child Safe Standards The Board read the final draft of the Community Code of Conduct.</p> <p>Motion: That the Board of Management ratify the Community Code of Conduct document.</p>	Carried



		<p>Procedures for Risk Management Patricia led the Board through a draft document based on the industry standard AS/NZS ISO 31000:2009 Risk Management Principles and guidelines</p> <p>It was agreed that a comprehensive Risk Management Plan should be developed for the school. It was further agreed that a small committee be established to lead this process. Committee to report back to the Board when first draft is completed.</p>	<p>NOTE</p> <p>NOTE</p>
	6.3	<p>Communication Strategy The listed agenda item was deferred until the next agenda</p>	NOTE
	6.4	<p>Enrolment Update Leon updated the Board on the current enrolment situation. It was noted that we will be offering 70+ places for Prep in 2017. The enrolment scenarios for the next few years were discussed, noting that space was going to be an issue into the future. This is the basis for discussion with the Capital Grants people at a meeting on Friday week.</p>	NOTE
	6.5	<p>Parish Education Board Leon updated the Board on plans to establish a Parish Education Board that would fulfill the VRQA requirements for the other four schools in the parish that do not have an Board Governance structure. After much discussion, it was decided that it was important to be involved in this initiative rather than not be involved. Greg Carey volunteered to be the St Mary of the Cross Board representative.</p>	
	6.6	<p>NAPLAN Results Leon presented the school's 2016 NAPLAN Results. This is the first year that we have been able to measure our progress with our programs because we now have a large enough cohort. Literacy results are very good (Reading, Writing and Grammar & Punctuation) Numeracy results were lower than expected. The staff have examined the results and are now developing a plan to address these results. Trend data will not be available for another two years.</p>	
7.0		General Business	
		There was no general business	

8.0		<p>Business for the Next Meeting</p> <p>Risk Management Policy Staff Selection Policy Third Party Partnerships Policy</p>	
9.0		<p>Date of the Next Meeting The Board will next meet on Wednesday, 26th October, 2016 at 6.00pm</p>	
10.0		<p>Close The Chairperson thanked everyone for their contribution and attendance and declared the meeting closed at 8.42pm.</p>	



ST MARY OF THE CROSS CATHOLIC PRIMARY SCHOOL