



St Mary of the Cross, Point Cook

ST MARY OF THE CROSS CATHOLIC PRIMARY SCHOOL

BOARD OF MANAGEMENT

MINUTES

MEETING NO. 5 22nd April, 2015

Present:

Leon Colla, Brendan Shanahan, Fleur Griffiths, Tim Whitmore, Pauline Alabakis, Greg Carey, Maria Peterson, Rebeca Lopez

Apologies:

ITEM	DESCRIPTION	ACTION
1.0	Welcome The Chairperson welcomed all those present to the meeting	
2.0	Apologies No apologies	
3.0	Prayer The meeting commenced with a prayer Prayer: A Litany	
4.0	Minutes of the Previous Meeting The Minutes of the Previous Meeting were read and approved. Moved: Brendan Shanahan Seconded: Rebeca Lopez	
5.0	Business Arising from the Minutes	
5.1	Anaphylaxis Policy This Policy was ratified by the Board at meeting No. 4. Since the last meeting, it was brought to Leon's attention that Ministerial Order No. 207 was released. It contained a number of clauses that need to be included in all Anaphylaxis Management Policies. Leon has adjusted the policy and included the requirements from Ministerial Order 270. In addition, it was Pauline's suggestion, post meeting #4, that we included in the scrutiny of future policies such as this one, parent consultation (with a parent/s of children suffering from the illness/condition) The Board agreed that this would be beneficial and contribute to the rigor of the process.	NOTE



St Mary of the Cross, Point Cook

6.0 Board Business

6.1 Technology Matrix

The Board members, led by Tim, went through the draft technology matrix, discussing each individual aspect of the matrix. Considerable interest focussed on the trial currently taking place of 'Class Dojo', an app that can bridge the communication issues from school to home. Adjustments will be made and then it will be redistributed to Board members for further consideration.

TW

Action:

Adjust Technology Matrix and redistribute to Board members

6.2 Asthma Management Policy

The Asthma Management Policy was presented for ratification. It was developed originally for VRQA registration and has since been reviewed and adjusted by staff. It was also provided to an asthma sufferers family for comment.

The Board agreed on some minor grammatical adjustments and the ratified the Policy document.

NOTE

6.3 Building Progress

Leon presented the documentation around the Tender process for the new building.

Documents included: The Archdiocese evaluation form, the Architects evaluation and a breakdown of costs from the quantity surveyor.

Some minor discussion around the process and costs.

6.4 Parent Education

Discussion centered around the need for some parents education about contemporary learning and 'how' the school works. This would add to the transparency of the school and its programs etc, as well as putting some parents' minds at rest.

It was agreed that Brendan and Leon should plan for a meeting to be held in mid May.

It was suggested that a virtual tour be developed with appropriate software and the tour be placed on our web site.

Action:

Conduct a parent education evening on Contemporary Learning and contemporary spaces.

LC & BS

7.0 General Business

7.1 Principals Professional Learning Leave

Leon informed the Board that he has been accepted to participate in the Professional Learning program in Jerusalem in June. He will then go to the International Thinking Conference in Spain.

NOTE



St Mary of the Cross, Point Cook

ITEM	DESCRIPTION	ACTION
8.0	Business for the Next Meeting	
9.0	Date of the Next Meeting The Board will next meet on Wednesday 27th May at 6.30pm	
10.0	Close The Chairperson thanked everyone for their contribution and attendance and declared the meeting closed at 8.10 pm.	

Leon Colla
23/04/2015