



**A school of happy children and a dedicated staff.
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**School Board Meeting Agenda
Monday 15th May 2023
3.15pm Conference Room**

Board Membership	
Board Chair: Alex Dunster	Parent Representatives: Ryan Graham
Principal: Maree James	Amanda Joseph
Manager Corporate Services: Kathy Bullock	Luke Williamson
Executive Officer: Mishelle DelCaro	Simone West
Teacher Representatives: Lesley McCarthy Rebecca Atkinson	Claire Mastalerz
	P&C: Representative: Andrea Cassar
Apologies: Maree J, Amanda J, Ryan G, Luke W	

Item		Notes
1	Welcome: Alex D	Alex welcomed our new member to the Board, Claire Mastalerz and returning member, Simone West.
2	Previous Minutes: Alex D	Previous minutes were accepted.
3	Financial Report: Kathy B <ul style="list-style-type: none"> One Line Budget Report Cash Report Student Centred Funding 	<p>Student Centred Funding is \$5,763,866.32 as of 15 May 2023. Kathy presented the One Line Budget Report breakdown.</p> <ul style="list-style-type: none"> To date, we have received \$52,947.16 via grants in February, part cash transfer of the \$226,788. In March, we received \$72,327.15 which was part cash transfer of the \$226,788, as well as Graduate payments and a 50% payment of a request for additional cash from salaries to support an ongoing 3 year licence with Meraki. In April, we received an amount of \$2700 for Sporting Schools Term 1. <p>The verified April One Line Budget shows that at this stage, we have a forecast variance of \$148,183 in salaries.</p> <p>STAFFING Appointed staff for the remainder of the year has been finalised. Other than staff taking LSL, we don't anticipate any major changes. Additional casual days have been applied to Teaching Staff and EAs for planning and PD.</p> <p>RESOURCES Pre-primary rooms recently had Eduboard installed as part of planned Technology upgrades across the school.</p> <p>The concrete slab outside the Science Room will be getting a fixed roof metal structure to support outdoor learning in the July holidays. Seating for this area and other seating around the school is being planned, namely for the Meeting Circle and in front of the large mural; a metal table and chairs will be installed in the outdoor Science area.</p>

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		<p>Unfortunately, we were not successful in being selected for the \$25000 Federal Grant to support shade/covering of the new playground. We have sourced a quote for sails over the new play area as a metal structure was outside of our budget. We are waiting for the results of a shade sail grant released in May. The shade sail will be about \$19K to fit over the area, limestone edging will be an additional cost.</p>
4	<p>Principal's Report: Maree J</p> <ul style="list-style-type: none"> • Nmero Visit - Leonie Clelland • CPS Leadership Structure • Quality Teaching Initiative • Preparation for New School Business Plan • Transportable Classrooms 	<p>Maree reported an excellent start to the term.</p> <ul style="list-style-type: none"> • Current enrolments are 621 • 8 new enrolments this term <p>Significant interest has been shown for Kindergarten enrolments for 2024, which is a great reflection of our current ECE and Playgroup programs.</p> <p>NMERO VISIT</p> <p>Maree shared the agenda that was prepared for the visit from Leonie Clelland (Acting Assistant Regional Director), which showcased our response to the recommendations of the PSR in 2020 as well as actions in response to current Dept priorities and our SBP.</p> <p><i>Dear Maree</i> <i>Thank you for the opportunity to welcome me to Carramar Primary School on April 3rd for a visit, tour and chance to meet with students and staff. Whilst brief, I enjoyed talking to your Student Ministers and CoWL Team about their roles and what they have accomplished in the school.</i></p> <p><i>Evidenced by the prepared agenda and conversations with staff, many successful initiatives, programs and strategies are in place to optimise student success at Carramar PS whilst building the capacity of staff providing teacher leadership opportunities.</i></p> <p><i>All the best for a restful break; an opportunity to recharge and a smooth start to Term 2.</i></p> <p>CPS LEADERSHIP STRUCTURE (Admin)</p> <p>Maree presented the plan for the Admin Structure for 2024 and beyond:</p> <p>1 x L6 Principal 2 x L3 Deputy Principals</p> <p>Following a review of enrolment trends and budget, this structure allows greater flexibility to support specific programs and leadership, and development of identified Future Leaders. Staff have been informed.</p> <p>Transition to the new structure will occur in Semester 2. To support this transition staffing will be: Deb Parker: 0.6 L3 DP (Tues, Wed Fri). 2024 Admin Roles to be re-aligned: DP ECE K-2 & DP Year 3-6</p> <p>QUALITY TEACHING INITIATIVE</p> <p>Maree shared the progress of how the QTS is being implemented at CPS; in particular Teaching for Impact</p> <p>Term 1: Beliefs and Knowledge Term 2: Do: Plan, Teach, Assess (Teach: Engage, Instruct, Practice, Apply) Process for review and development of the CPS Instructional Model</p> <p>PREPARATION FOR NEW BUSINESS PLAN</p> <p>Maree outlined the plan for the review of the current SBP, the preparation</p>

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		<p>for the new SBP, as well as processes in readiness for the PSR in 2024. The Board will be engaged in the process in Term 3 & 4.</p> <p>TRANSPORTABLE CLASSROOMS</p> <p>Maree advised the Board of recent communication from the Dept regarding a request for ECE Classroom.</p> <p>Communications also occurred in 2022:</p> <ul style="list-style-type: none">• Dept approached CPS for a GLA in 2022, however this room remained at the school due to the installation of ramps etc.• Maree advised that all ECE transportable classrooms have been upgraded with external blinds, partially funded by the P & C. <p>Maree is awaiting the decision. The process is likely to run for another month or so.</p>
5	P&C Report: Andrea C	<p>Andrea reported the successful fundraising efforts of the P&C; Easter Raffle and Carramar Dads event, and Mother's Day gifts. The P&C will fundraise at the Cross-Country Interschool, a disco this term in Week 8, and printed tea towels. The Voluntary Contributions through the booklists raised \$2200. The winter uniform sales are increasing, and the new jacket has been ordered.</p>
6	Next Meeting Date	<p>Term 2: Week 9 – Mon 19th June</p>

Thank you

Board Chair: 

Principal: 

