

Darlington Primary School

Minutes Term 2

Monday 27 May 2024

Admin Office Meeting Room DPS, 4.30-6.30pm		
1.0	Welcome and apologies	Chair
1.1	Present: Brett Stapleton(Chair), Adrian Woodley, Dan Ryan, Priya Sarbajna, Jazmin Aggiss, Clare Meredith, Andrew Newhouse, Naomi D'Arcy, Amy Smales Apologies: Nil	
1.2	Confirmation of agenda. - Agenda confirmed	
2.0	Minutes of previous meeting	Chair
2.1	Review of previous minutes. - Previous minutes reviewed during this meeting	
2.2	Endorsement of minutes. - Motion: Endorse previous meeting minutes - Moved: Brett - Seconded: Adrian - Vote: Unanimously Carried	
3.0	Principal Report	Andrew
3.1	Update on Business Plan. - Business plan tabled and noted; - Checkpoint on business plan to be carried out each term - Business plan has a 3 year lifecycle, and will be due to be refreshed in H2 2025 - Business plan to include percentage spent of allocated budget - Action – Naomi to circulate updated Business Plan	
4.0	Finance Report	Naomi
4.1	Update on school budget. - April Cash report tabled and noted; - Noted two thirds of water budget already spent due to drier than usual autumn. - ICT budget to be revised	
5.0	Funding Agreement	Andrew
5.1	Annual funding agreement to be noted. - Annual funding agreement tabled by Andrew. Noted	
6.0	Terms of Reference and Code of Conduct	Chair
6.1	Terms of Reference was reviewed in 2021, the Code of Conduct not since 2018. Discussion on Code of Conduct and if update necessary. Both documents were tabled. - Motion: Terms of Reference document section 6.3 to be reword to the following: "The number of members of the Council will be between 9 and ten, comprising of five parents, three members of staff, the principal, and optionally one community member as and when required" - Moved: Brett - Seconded: Dan - Vote: Unanimously carried	

	<p>-Action – Dan to circulate proposed wording changes to both the Terms of Reference and the Code of Conduct to be reviewed at the next meeting.</p>	
7.0	Training for Council Members	Andrew
7.1	<p>Links to training modules sent to members, discussion on further training if needed.</p> <p>Action - Andrew noted interest in training from Brett, Clare, and Dan and will advise of training dates already scheduled</p>	
8.0	Data	Andrew
8.1	<p>Review OnEntry data and preliminary NAPLAN data</p> <p>OnEntry and preliminary NAPLAN data tabled and noted. Andrew referred to the myschools website (https://www.myschool.edu.au/school/48353) for an understanding of the 'like schools' ICSEA metric</p>	
9.0	Next meeting	Chair
9.1	<p>Set date for next meeting.</p> <p>19th August 2024 at 16:40</p>	
	Meeting Closed 17:57	