

Darlington Primary School

Minutes, Term 2 Meeting 2

Wednesday 4 May 2022



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| 1.0 | Welcome and apologies | | |
| 1.1 | Opening and welcome Minutes: Fiona Note that minute taking will rotate through the membership alphabetically. | Chair | Info |
| 1.2 | Present: Ian McCallum, Andrew Newhouse, Adrian Woodley, Naomi D'Arcy, Fiona Gordon, Melissa Ryan-Gadsden, Kim Sieler, Lindsay Earnshaw Apologies: Bonnie MacKay | Chair | Record |
| 1.3 | Confirmation Agenda | Chair | |
| 1.4 | Council Induction – Schedule session for new members | Naomi | |
| 2.0 | Disclosure of interests | Chair | |
| 2.1 | Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda. | All | No conflicts noted |
| 3.0 | Minutes of previous meeting | | |
| 3.1 | Review of previous meeting minutes Refer attachment Motion to accept the previous minutes as an accurate record of the meeting. Moved: Naomi Seconded: Adrian Carried Action: Ian to look into requirements (legislation) for distributing minutes to community and action. | Chair | Endorse Record |
| 4.0 | Reports and operational matters | | |
| 4.1 | Principal's report As attached Motion that the principals report be noted Moved: Lindsay Seconded: Melissa Funding Report Tabled Action: Andrew to circulate electronic copy to council. Andrew to endorse, Ian to note. | Andrew | Info, endorse |
| 4.2 | Finance Report As attached Motion that the finance report be endorsed and the budget noted Moved: Kim Seconded: Adrian Carried | Naomi | Info, endorse |
| 5.0 | General Business | | |
| 5.1 | School Strategic Plan Steps to develop next 3-year plan in Principal's report. Build on extensive information gathered from stakeholders in last planning process. Next meeting will focus on the strategic plan, Lindsay to facilitate. Action: Council members to review current plan, consider other plans from like schools, | Andrew | Discussion, make plan |

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| | <p>review data gathered in last planning process and bring ideas to next meeting to discuss in depth and develop next steps.</p> <p>Action: Ian to distribute current strategic plan.</p> <p>Action: Andrew to distribute data collected in 2019 parent surveys.</p> | | |
| 5.2 | <p>Other Business:</p> <p>School Motto – Implementation As per Principal's report, consider engaging graphic designer to produce 1 or 2 logo concepts with view to school community vote.</p> <p>Action: Council to provide feedback on logo concepts</p> <p>Council Terms of Reference Changes to be endorsed at next council meeting.</p> <p>Action: Ian to distribute TOR prior to next meeting.</p> <p>Annual Report 2021 Annual Report Tabled</p> <p>Action: Council to provide comments, if any, to Andrew by 18 May</p> <p>Action: Once endorsed by SC then will be published to website (Andrew)</p> | Andrew | Discussion Info and homework |
| 6.0 | Next meeting | Chair | |
| 6.1 | <p>Wednesday 8 June 6.30pm</p> <p>Meeting will focus on Strategic Planning – no standing reports required.</p> <p>Lindsay to facilitate.</p> | | |