



Poynter Primary School

GENERAL BOARD MEETING MINUTES 11 March 2024

ATTENDEES: Lisa Wade (Principal); Steve Bank (Chair); John Ward; Ben Graham; Daniel Walldorf; Wendy Bray; Josh Hurley (arrived 6.08 pm); Dagmar Allen (Minutes)
New elected: parent rep Ciane Brown and staff rep Alison GUHL
Observer Colleen Pearson

1.0	Welcome & Apologies	ACTIONS
1.1	Opening and Acknowledgement of Country The meeting was opened by Steve at 6.04 pm who welcomed all and opened with an Acknowledgement of Country.	
1.2	Apologies/Absentees: <ul style="list-style-type: none"> Russ Fishwick 	
1.3	Confirmation of agenda: The Board confirmed the agenda. Board Chair asked to add his request to step down to agenda Ben Graham nominated as new Board Chair by John <i>Moved: John Ward Second: Josh Hurley</i> <i>All in favour</i> New Board Chair resumed meeting	
1.4	Correspondence In/Out: <ul style="list-style-type: none"> NMERO letter re change of School hours for ANZAC commemoration 24.04.2024 From Steve Watson, new Director NMERO Board to endorse changed school hours <i>all in Favour by show of hands - this covers item 5.1 on the agenda</i> 	
2.0	Disclosure of Interest	
2.1	The Board noted that there were no real, perceived, or potential conflicts of interest experienced by any member in relation to the items on the agenda.	
3.0	Minutes of Previous Meeting	
3.1	Review minutes of previous meeting: Chair presented the minutes of 04.12.2023 The Board endorsed the minutes of the previous meeting as complete. <i>Moved: John Ward Second: Daniel Walldorf</i>	
3.2	Business Arising: Lisa advised the Business Plan 2024 – 2026 is at graphic designer, some editing of layout was done but no change to content post Board approval.	
4.0	Priority item A – Board Member Elections	
	Chair welcomed new members Allison Guhl and Ciane Brown as staff and parent representatives. Brief introduction given by both. Election papers were verified by Steve Bank	



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5.0	Priority Item B – Principals report	
5.1	<ul style="list-style-type: none"> • ANZAC changed school hours – covered in 1.4 • Business Plan update – covered in 3.2 • 2024 Teaching and Learning update • 2023 Annual Report- will need approval outside a meeting prior to end of Term 1. • OSHClub update – attendance figures provided and discussed 	
6.0	Priority Item C	
	Financial update DA provided Student Centred Funding, Salary and Cash budget update Bank Balance \$ 130,414.37	
7.0	Operational Matters	
	The Board discussed to have signed minutes published on the school website. School Board page to be updated with new Board email addresses from free non for profit Microsoft licence and general review of the page on website. Also to include meeting dates.	
8.0	Other Business	
	none	
9.0	Next meeting	
	17.06.24	
10.0	Roundtable evaluation of the meeting	
11.0	Meeting close/adjournment	
	The meeting was closed at 7.40 pm.	

Signed (Chair)

Date:

17/7/24.