



# Poynter Primary School

## GENERAL MEETING MINUTES BOARD MEETING August 26 2024 Open Board Meeting

	Meeting location - Staffroom	ACTIONS
<b>1.0</b>	<b>Welcome and apologies</b>	
1.1	Opening by Ben Graham at 6:09pm, Acknowledgment of Country	
1.2	Apologies/Absentees Dagmar Allen (LSL), John Ward, Russ Fishwick	
1.3	Confirmation of agenda	
1.4	Correspondence In/Out n/a	
<b>2.0</b>	<b>Disclosure of interests</b>	
2.1	Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be raised with the chair before the meeting to determine the appropriate way to manage the conflict. n/a	
<b>3.0</b>	<b>Minutes of previous meeting</b>	
3.1	June 17 2024 - as per attachment  Moved Josh Hurley, seconded Steve Bank.	
3.2	Business Arising: Lisa waiting on Wendy's and John's website blurb.  OSHClub update on closure of school holiday program at Poynter. Feedback will be sought from parents closer to the end of lease.	Wendy and John to provide
<b>4.0</b>	<b>Priority item A NAPLAN Data 2024</b>	
	Presentation of NAPLAN 2024 data by Lisa and Alison.  Educhat program informed by Steve.	



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<b>5.0</b>	<b>Priority item B Principal's Report</b>	
	<p>Lisa presented Principal's Report. Main discussion points:          Lots of focus on relationships and community.          P&amp;C working incredibly hard behind the scenes.          Parent tours beneficial.          3 kindy classes to run in 2025.          WAAPA leadership this week.          Will advertise Scott's position as it's a clear vacancy.          Class structures proving a challenge.          Kiss and Drive no new information.          Flagpoles are in.</p>	
<b>6.0</b>	<b>Priority item C Finances and Budget 2024</b>	
	<p>Financial update from Lisa on behalf of Dagmar.          On track for our 96% spend.</p> <p>Discussion around OSH financial contribution and sourcing feedback.</p> <p>Contributions and Charges for 2025 presented in draft form.          Compare table from last year to this year when approving at future meeting.</p>	<p><i>Whole school to be surveyed towards end of contract.</i></p> <p><i>Further costings to be done (Camp, Dance)</i></p> <p><i>Look into IT contribution</i></p>
<b>7.0</b>	<b>Priority item D</b>	
	<p>School Community Survey- new format discussed.</p> <p>Questions discussed at broad level with some suggested changes.          Purpose of questions discussed and some edits and omissions made.          Further feedback to be provided via email.</p> <p>Survey to go out Monday 9 September, closing Friday 20 September. The Board will have an additional meeting Monday 21 September for Survey results and Contributions and Charges approval.</p> <p>Data summary to go out to community 11 November.</p>	<p>Lisa and Alison to send out updated version 27/8/24, then provide feedback via email 2/9/24.</p>
<b>8.0</b>	<b>Operational Matters</b>	
	Use of AI at Poynter	<i>Push to November meeting</i>
<b>9.0</b>	<b>Next meetings 2024</b>	
	<p><b>Term 4:</b> Monday September 21 (additional meeting)  <b>Term 4:</b> Monday November 18</p>	
<b>10.0</b>	<b>Other business</b>	
	Lisa provided details of intruder after school.	
<b>11.0</b>	<b>Roundtable evaluation</b>	



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	n/a	
<b>12.0</b>	<b>Meeting close/adjournment/next meeting</b>	
	Meeting closed by Ben Graham at 8:40pm.	