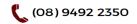


Poynter Primary School

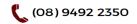
GENERAL MEETING MINUTES BOARD MEETING 10 Feb 2025			
Meeting location - Staffroom	ACTIONS		
Welcome and apologies			
Opening by Ben Graham at 6:05pm, Acknowledgment of Country In attendance: Lisa Wade (Principal), Ben Graham (Chair), Russ Fishwick, Ciane Brown, Wendy Bray, Daniel Walldorf, Alison GUHL, John Ward, Dagmar Allen. Guest for 10 minutes of start of Meeting – Paul Lilburne			
Apologies/Absentees Steve Bank			
Confirmation of agenda Lisa additional item and introduced Paul Lilburne for 10 minute presentation. He updated the Board on his election commitment of \$250 000 for Poynter's Library upgrade and secured \$20 000 for Poynter Netball Club. Paul departed 6.15pm			
Correspondence In/Out Letter advising of works commencement of footpath on Megiddo Way			
Disclosure of interests			
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			
Minutes of previous meeting			
Dec 2 2024 - as per attachment Moved as correct: First: John Word - seconded: Ciano Brown			
	Meeting location - Staffroom Welcome and apologies Opening by Ben Graham at 6:05pm, Acknowledgment of Country In attendance: Lisa Wade (Principal), Ben Graham (Chair), Russ Fishwick, Ciane Brown, Wendy Bray, Daniel Walldorf, Alison GUHL, John Ward, Dagmar Allen. Guest for 10 minutes of start of Meeting – Paul Lilburne Apologies/Absentees Steve Bank Confirmation of agenda Lisa additional item and introduced Paul Lilburne for 10 minute presentation. He updated the Board on his election commitment of \$250 000 for Poynter's Library upgrade and secured \$20 000 for Poynter Netball Club. Paul departed 6.15pm Correspondence In/Out Letter advising of works commencement of footpath on Megiddo Way Disclosure of interests 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 Minutes of previous meeting Dec 2 2024 - as per attachment		





Poynter Primary School

3.2	Business Arising: Board membership Russ Fishwick renominated for the board for 2025 as community member. Community member to be called for in newsletter	
	Motion If no other nominations are received the appointment of the community rep is confirmed	Lisa to include nomination request in
	First Josh Second Ben	newsletter
4.0	Priority item A – Communication Guidelines	
	Lisa presented Communication Guidelines. Board reviewed, edited and endorsed final version of Communication Guidelines.	Lisa add to website and post on Connect
	Motion Approve amend Communication Guidelines	
	First Lisa Second Wendy all in favour	
5.0	Priority item B – Parent teacher Interviews	
	Board to approve early closure of School on April 2 for Parent teacher interviews. Approval to go to Regional Office too. OSHCLUB to be advised to open early.	DA to inform OSHCLUB
	Motion School opening hours to be adjusted for April 2 early close at 12.10 pm	
	First Lisa Second Ben all in favour	
6.0	Priority item C – ANZAC	
	Board to approve early closure of School on 11 April for Dawn ANZAC Service. Approval to go to Regional Office too.	
	Motion School opening hours to be adjusted for 11 April for 5.30 am to 12.10 pm	
	First Lisa Second Daniel all in favour	
7.0	Meetings 2025	







Poynter Primary School

	Term 1: Monday Feb 10 Proposed second meeting Wk 7 – decided not required, financials to be endorsed at next meeting Term 2: Monday June 9 Term 3: Monday September 1 Term 4: Monday November 24, potential to add second meeting Term 4 as in past years.		
8.0	Other business		
	Ben informed Board of P&C website now having it's own calendar of events		
9.0	Roundtable evaluation		
10.0	Meeting close/adjournment/next meeting	•	
	Meeting closed by at 7.55pm		

