



[Handwritten signature]
17/2/20

ST MICHAEL'S CATHOLIC SCHOOL

"Christ is Ever Present"

SMCS BOARD OF TRUSTEES MINUTES

For meeting held in Room 9 on Monday 2nd Dec 2019 at 7.00pm

PRESENT: Lauren Brown, Ann McKeown, Jon Williams (Chair), Issa Ilo-Cabiling, Casiana Wooler, Mark Twomey, Candice Harris (Minute taker), Brigid Stevens, Alex Houghton,, Justin Browne

APOLOGIES: Joseph Liava'a

No	Item	Agreed	Action
1	Opening Prayer		
	Apologies - Joseph Liava'a		
	Declaration of interest - none		
	Confirmation of Octobers Minutes -	Mark Cassie	
2	Confirmation of in-committee minutes - none		
3	End of Year Data		
	Discussion around data analysis - Achievement against SMCS Standard	Alex Justin	
	Discussion included age and year levels achievement, 2019 key interventions that have generated positive results and learning support planned for 2020.		
4a	Health & Safety Meetings 6/11/19 & 28/11/19		
	Accident statistics shown. Health and Safety Committee to review templates for reporting.	Brigid Lauren	SHC members
4b	EOTC Camp Event Proposal and Approval and Intention		
	Ann tabled the documentation from YMCA - risks, processes and actions. Approved by the Board.		
5	Principal's Report	Ann	
	The Board ratified the following position - Permanent Scale A - Beth Rush		

Teacher only days 2020 - Friday 31st January and Friday 4th September . Discussion around teacher activities for 2020 on these days.

Principal's report accepted

Alex
Issa

6a Finance and Property Report - Oct Financials 2019

Finance

- Slight increase to surplus 2019 (surplus anticipated at \$2,100).
- Financial statements reviewed by sub-committee, showing a profit and increase from 2018.

Property -

- Turf Tech quote now received to manage field through drainage to enable year round use.
- Discussion that positive feedback received from other schools that use the Turf Tech drainage option.
- The finance committee recommends that we engage Turf Tech to undertake the lower field development, subject to Diocese approval (given it is proprietary land). Discussion to then inform parents and community of the decision.

Alex
Justin

6b 2020 Draft Budget

Alex moved that the 2020 budget be accepted.

Alex
Jon

7a Catholic Special Character Meeting

7b Bishop's Report approved

Ann
Bridgid

8 Draft dates for BOT 2020 - Weeks 3 and 8 of each term. (Dates on the agenda).

Dates accepted by the Board

Policy Review

Education outside of the classroom

Sun protection policies - discussion around caps versus full hats for sun protection. We realise there is a discrepancy in policy regarding caps - so we are allowing parental discretion.

9 Correspondence

Agenda Items for the next meeting

- Jon discussed that we should do a skills matrix for Board Members to be done in 2020.
- Jon also would like to call for a Deputy Chair for 2020.
- Messaging to community regarding field and other news for the last school newsletter - drop Jon a draft of your ideas by next Monday 9th Dec.
- Discussion about reminding the community in the new year of the communication processes.
- ERO report in 2020

Meeting finished at 8.43pm