



**MINUTES FOR SCHOOL BOARD MEETING**  
**Wednesday 27<sup>th</sup> May 2020 @ 6.20pm, QBPS Library**

ITEM NO.	ITEM	ACTION
<b>1</b>	<b>Welcome and Apologies</b>	
1.1	The meeting was opened by the Chair @ 6.15pm	
1.2	<b>Present:</b> Trudy Burke, Denise Corlett, Jon Brown, Jason Striegher, Tracey Roberts, Heather Preston, Ahmed Ibrahim and Helen Proctor taking minutes. <b>Apologies:</b> Pauline Moss <b>Absentees:</b>	Noted
1.3	<i>Confirmation of Agenda</i> The Board confirmed the Agenda presented.	Confirmed
<b>2</b>	<b>Disclosure of Interests</b>	
2.1	The Board noted there were no perceived or potential conflicts of interest experienced by any member in relation to the current Agenda items.	Noted
<b>3</b>	<b>Minutes of Previous Meeting/ Business Arising</b>	
3.1	<i>Code of Conduct</i> The current Code of Conduct was acknowledged.	Noted
3.2	<i>Minutes of previous meetings 26/2/2020</i> Passed and endorsed by the School Board.	Endorsed Passed: A Ibrahim Seconded: J Striegher
3.3	<i>Business Arising:</i> <ul style="list-style-type: none"> <li>➤ Updated QBPS Technology Policy noted.</li> <li>➤ Further updated QBPS Terms of Reference for Unincorporated Board by the DoE released since distribution of this Agenda. Updated document compiled and presented to Board for signatures.</li> </ul>	Noted Noted – Updated and signed QBPS ToR presented to Board for signing and noting
<b>4</b>	<b>Priority Items</b>	
4.1	<i>School Board training questions arising</i> Members working through at their own pace.	Noted



<p>4.2</p>	<p><i>Finance</i>  One-line budget power point presentation given to Board to outline budget processes for 2020 – See attached.</p> <p>The Board endorsed the Comparative Budget and One Line Budget statement in full knowledge of the Schools deficit.</p> <p>Deficit caused by CoVID-19 emergency response. Increase in resources to accommodate students working from home booklets. Cleaning budget increased over and above allocation from DoE. Loss of income from external parties leasing school premises, Full-fee paying student unable to maintain payments. It is also anticipated that there will be a drop in P&amp;C donations for 2020.</p> <p>A strategy to return the budget to surplus as follows:  In week 7 the Cost Centre Managers will meet with a view to reviewing 2020 budgets – adjustments may be made which will impact our One Line Budget/Comparative Budget. Comparative Budget endorsed by the Board.  DoE are in the process of reviewing our application for compensation of suspension of current 3 lease for Terms 2 &amp; 3 as per government directives (Bodytech, C3 Church and Forte Music) being \$5450.00 in total. OSHC are excluded from this process at this time.  Overseas full fee paying payment plan agreed with Principal.</p>	<p>Endorsed  Passed: J Brown  Seconded: J Striegher</p>
<p>4.3</p>	<p><i>Reporting to Parents</i>  Due to CoVID-19 and students not participating in normal classroom curriculum, Term 2 reports will not contain grades. Attendance not reported for this semester.</p>	<p>Discussed/Noted</p>
<p>4.4</p>	<p><i>Staff Representative Nominations Outcome.</i>  We received 4 staff nominations all of which were highly valued. Staff voted with the result of Associate Principal Ben Sweet and Instructional Coach Pauline Moss being elected. All nominees are to be congratulated on putting themselves forward for these positions. Thank you to Helen Proctor for her contribution to the Board.</p>	<p>Discussed/Noted</p>



4.5	<i>National School Opinion Survey</i> Survey to be distributed to our school community in week 6, to be concluded at the end of week 7.	Discussed/Noted
4.6	<i>Student Assessment</i> Parent Interviews to be conducted in week 8 in the form of phone calls due to current CoVID-19 processes being adhered to on school sites.	Discussed/Noted
<b>5</b>	<b>Reports and Operational Matters</b>	
5.1	<i>General School Report</i> See attached	Discussed/Noted
5.2	<i>Annual Report</i> In draft form – to be presented back to School Board at next meeting	Noted Annual Report to be presented to Board at next meeting
<b>6</b>	<b>Other Business</b>	
6.1	A BIG thank you to all for the work done in adapting and providing learning resources in recent times. Different start and end of day process working well with students being self-sufficient. School Board Badges given out.	Noted
<b>7</b>	<b>Next Meeting</b>	
	Week4, Term 3 Wednesday 12/382020 at 6.15pm	Confirmed
<b>8</b>	<b>7.40pm Meeting Close</b>	Noted

Signed – Chair – Denise Corlett

Date: 9/9/20