



## School Board Meeting Minutes

Date	30th November 2022
Time	6.15pm to 7.15pm
Location	QBPS Admin Meeting Room
Principal	Taylor Webb
Apologies	Tracey Roberts
Absent	Jason Striegner and Heather Prescott
Attendance	Taylor Webb, Rebecca Leigh, Ahmed Ibrahim, Lynsey Bennett, Emma Boylan, Scott Passmore, Vivienne Keeley and Nita Gouges (taking Minutes)

Time	Item	Documents	Purpose	Led by	Recommendations
6.15pm	Welcome - Introductions  - Apologies/Absent - Noting of previous minutes of Meeting - Confirmation of Agenda  - Correspondence in/out - Conflicts of Interest	Minutes 12/09/22 Agenda	Note  Note Endorse  Confirm	Taylor Webb	Welcome to new staff member, Emma Boylan – tenure 3 years  Noted Passed: Ahmed Ibrahim Seconded Scott Confirmed: Ahmed Ibrahim and Vivienne Keeley  Nil Nil
6.20pm	Previous business - Lynsey Bennett - TEAMS update		Note	Taylor Webb	TEAMS trial acted on. Noted
6.30pm	Communication Plan	QBPS Effective Communication Guidelines	For discussion and noting	Taylor Webb	Discussed To be issued to school community in T1 2023. Plan to be reviewed T4 2023
6.45pm	Early Years Parent Hub	Early Years Parent Hub Map	For discussion and noting	Rebecca Leigh	Discussed
7.00pm	NSOS update	2022 NSOS Parent Carer School Survey	For discussion and noting	Taylor Webb	Discussed 61 responses received. Take out neutral option for finite answers. Catalogue previous analysis against current. AI offer to assist with this.
7.15pm	Close				

Chair:

Date: 16/5/2023