

INDEPENDENT PUBLIC SCHOOL

		Meeting Minutes No: 2 Harmony Primary School Date: 19 March 2025 Time: 5.00pm		
1.0	Welcome and Apologies	Board to: • note • confirm • decide	Who: (person to lead discussion on the item)	Time
1.1	Opening • Welcome (including Acknowledgement of Country) • Reflection / purpose		Berry	5 mins
1.2	Apologies/Absentees – Carol Zhang & Erin Taylor		Berry	
1.3	Call for any 'Business without Notice'- NIL		Berry	
1.4	Confirmation of agenda		Berry	
2.0	Disclosure of Interests			
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.		Berry	1 min
3.0	Minutes of Previous Meeting			
3.1	Review previous meeting minutes – 19 February 2025	Confirmed by: 1. Kirsten Wood 2. Jessica Stockwell	Berry	3 mins
4.0	Standing Items			
4.1	P&C Update P and C- AGM last Wednesday, and was able to fill all executive roles. Majority of sub committee roles also filled (no convenor for canteen currently). Tracking well financially. Canteen and uniform shop running at a profit. Cookie dough fundraiser going well, and election day stalls went well. Parent rep Q: Without a convenor for the canteen, does this impact the ongoing running for the canteen A: No it will not impact, Principal confident a convenor will be appointed and the canteen is still staffed. ○ <u>President</u> – Vania Martins-Fouche ○ <u>Vice President</u> - Trish Budarick ○ <u>Secretary</u> - Dragana Weistra ○ <u>Treasurer</u> – Tara Staley ○ <u>Canteen Convenor</u> - TBA ○ <u>Uniform Convenor</u> - Yvonne Weeks ○ <u>Fundraising Convenor</u> - TBA	N	Craig	5 mins

4.2	○ <u>Y 6 Committee</u> – Carly Hartshorn ○ <u>Dad's of Harmony Convenor</u> - Stephen Weistra • Funding Goals for 2025 have been identified; ○ EOY Book Awards ○ Sports Carnival Medals/Ribbons ○ Bus Transport for Interschool Events ○ Chaplaincy Subsidy ○ New Senior Playground (Sensory) <u>Finance Update</u> No questions or queries were submitted in relation to the Financial Reports provided to Board Members with the Agenda for tonight. • 2025 funding has not yet been finalised. We are still operating from the preliminary planning dashboard in our resourcing system until we receive confirmed funding – usually around the end of March. Financial reports will be far more informative once the budget is confirmed. • The school is well placed financially at the end of February with a healthy Cash Surplus (\$19 806) and an estimated Salary Surplus of around \$10 000. • Once our 2025 funding is confirmed, hopefully in the coming weeks, we will be in a better position to provide more detailed financial reporting to the board.	C	Craig	5 mins
5.0	General Business			
5.1	<u>Chaplaincy Review</u> Discussed within SAER update. Chaplain not available to attend tonight's board meeting.	N	Craig	5 mins
5.2	<u>SAER Update:</u> Team includes Lead Education Assistants, Chaplain, and School Psychologist. Provides supports for students with academic, behavioural and social concerns. Vision- successful students, through effective teaching, and social/emotional wellbeing. Various programs in place, including MiniLit, WIN groups. Chaplain is at the school 2 days per week.	N	Amy James	10 mins
5.3	<u>The Arts Update:</u> Year 1 and 2- simple song based, appropriate to their year. Year 3 and 4- Recorder, using the Blackbelt recorder program. Focus on traditional music notation. Year 5 and 6- building on skills learnt through group work, consolidation and composition. • Instrumental music- starts Year 5 (students selected at the end of year 4). • Junior and senior choir- numbers have significantly increased (44 in junior and 60 in senior) • Kate would love to add a strings program into the music program • Performance opportunities including Telethon Beneficiaries breakfast, Massed Choir festival, One Big Voice. • Musical production this year- Matilda. Planned to run over two nights. Lakelands Senior High School have offered to record it. Auditions in term 2.	N	Kate Graham	10 mins
5.4	<u>Behaviour Management Data and Review – Incl PBS Update:</u> PBS is a framework which is then individualised to meet the	N	Jen Batten	15 mins

	specific needs of the school. Co-exists with a lot of other programs in the school such as Aussie Optimism. Explicit teaching of what behaviours are expected. Utilises the behaviour matrix using positive framed language. 3 key values of the school- respect, resilience and responsibility. • Behaviour data- 1003 positive behaviour certificates were given out in 2024. • 2025- in the first 6 weeks, we have had 54 behaviours referred to the office for administration intervention • Only 7 (1.4%) students have been referred to the office more than once already. • Parent rep q- for Tier 2 and Tier 3 pathways, what are the other referral pathways of support? A: School can access SEND-D, and can also ask for more support from regional office. • For children who are referred to office- most of the time the parent will be notified, especially if the child is referred to the office more than once. • Parent Q: Is this an opportunity to educate parents on this? A: This is one of the goals of this year. • Parent Q: How many staff are trained in Team TEACH (de-escalation strategies). A: Last year 2 staff members became accredited Train the Trainers. 10 staff currently are doing the blended workshop (mix of online and in person). By end of year should be close to 20 staff.			
5.5	Review School Dress Code: Excursions- students have to wear the school uniform (or Leavers shirt if it is a Year 6 only excursion) in order to be identified. Parent rep Q: If students turn up at school not in school uniform, will they be excluded? A: This has yet to be an issue. As a back up, there are spares within the office that the student can access after the parent has been contacted for consent to do so. School Board endorsed the Dress Code	D	Berry	5 mins
5.6	Annual Funding Agreement (If Available): Not available until next meeting of the board.	C	Craig	
6.0	Meeting Closed/Adjournment/Next Meeting			
6.1	Next meeting 14 May 2025			

