

**Namadgi School**  
**Board Minutes**  
**3 June 2021**  
**Namadgi School – Staff Room**

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**Meeting opened**      5:00pm

**Attendees**

<b>Position</b>	<b>Name</b>
<b>Principal</b>	Tiffany Mahon
<b>Parents and citizens representative</b>	Catherine McLachlan (Board Chairperson)
<b>Parents and citizens representative</b>	Margaret Beattie
<b>Parents and citizens representative</b>	Nicole Donaldson
<b>Staff representative</b>	n/a
<b>Staff representative</b>	n/a
<b>Other</b>	Heather Saywell (Finance Manager) Janet Flint (Board Secretary)

**Apologies**

**Conflict of Interest Disclosure - Nil**

**ACTION ITEMS**

<b>Item</b>	<b>Details</b>	<b>Action officer</b>	<b>Status</b>
Parking	Remind staff that parking is available over the road	Tiffany Mahon	
	Bo and Steve will put cones around non parking areas	Facilities team	
Board membership staff representatives	Need to replace the staff representatives. Tiffany to identify staff that may be interested	Tiffany Mahon	
Board	Send disclosure of interests form to the returning officer	Janet Flint	
Student Clubs	The board had questions for student reps. What clubs are there, what do they want to develop and what support do they need.	Kylie Robson	
Graffiti art wall	Where do they think this should go. What sort of support would be needed. What should the rules be?	Kylie Robson	
Indigenous designed uniform project – artwork licence and story	The School to approach the Indigenous Liaison Officer to pull together the previous participants to work on developing a story	Indigenous Liaison officer	
	The School to approach Darkies designs to discuss a licence agreement for the use of the artwork to protect the School and the Indigenous students involved in its development	Janet Flint	

Item no.	Topic	Outcomes
1	Minutes of previous meeting	Minutes tabled endorsed Margaret seconded Nicole
2	Business arising from previous minutes	<ul style="list-style-type: none"> <li>Tiffany to include in newsletter and Website with a reminder to students to not come into school if unwell. <b>Completed and will be repeated next newsletter</b></li> <li>Tiffany to investigate privacy protection. <b>Completed</b></li> <li>Janet to investigate rules of the term for the Deputy Chair. <b>Completed. Noting term is to be determined by the board prior to election of the office. In addition, the rules have been printed and will be brought to each meeting.</b></li> <li>Term of Deputy Chair to be tabled for agreement at the next board meeting and reopen for nominations. <b>To be completed in today's meeting at item 5.</b></li> <li>Tiffany agreed to look at parking issues when she is on duty and include a note in in the Newsletter, facebook. <b>Tiffany handed notes out and asked people to move on but was not successful.</b> <b>ACTION:</b> Tiffany will remind staff parking is available over the road. <b>ACTION:</b> Steve and Bo will put cones around spots for a week. Steve and Bo.</li> <li>Include Communications strategy in next meeting agenda. <b>To be discussed at Item 9</b></li> </ul>
3	Correspondence in	<ul style="list-style-type: none"> <li>Resignation Peter Curtis – Staff representative</li> <li>Resignation Lisa Wilson – Staff representative</li> </ul> <p><b>ACTION:</b> Tiffany has advertised for staff representatives but has had no response. Have identified staff that may be interested. Tiffany will follow up.</p>
4	Correspondence out	<b>Nil</b>
5	Board appointments	<ul style="list-style-type: none"> <li>Board determined the term for the Deputy president position would be for one year</li> <li>The board secretary declared the position of Deputy President open and requested nominations. No nominations were received.</li> <li>The disclosure of interest's form was passed around for signature <b>ACTION:</b> Janet to send the disclosure of interests form to the returning officer</li> </ul>
6	Chairperson's report	<p><b>As tabled, taken as read</b></p> <ul style="list-style-type: none"> <li>Acknowledged work of acting principal position Tiffany noted that the Principal position at Telopea has been finalised so HDA will filter down for now with the Harrison position being advertised in the next term</li> <li>Noted it was enrolment time. Tiffany noted families continue to enrol throughout the term. Currently we 715 students enrolled to attend and are actively advertising in local area. We have also set up playgroup to assist with transition.</li> </ul>

		<ul style="list-style-type: none"> <li>• Noted regular engagement with Principal, P&amp;C President to ensure a strong working relationship</li> <li>• 10-year anniversary roles for P&amp;C and Board</li> <li>• Noted illness protocols around COVID-19 and Gastro is important</li> <li>• Acknowledged and commended positive media from the school recently</li> </ul>
7	Principal's report	<p><b>As tabled taken as read.</b></p> <ul style="list-style-type: none"> <li>• NAPLAN went well</li> <li>• Preschool held an art exhibition</li> <li>• College conversations is currently happening</li> <li>• White card and Work experience</li> <li>• Assessments currently underway</li> <li>• We had a John Clarke visit on designing first human outfit on Mars</li> <li>• Australian business week years 9-10</li> <li>• Hosted Zamboni Magician thanks to the P&amp;C</li> <li>• Indigenous design uniform has had a lot of media coverage</li> <li>• Wee Jasper camp</li> <li>• Looking hard for some staff representation on the Board</li> </ul>
8	Other reports (students, staff, P&C, sub-committee)	<p><b>P&amp;C rep</b></p> <ul style="list-style-type: none"> <li>• Discussions about the development of area outside the canteen</li> </ul> <p><b>Junior School board report taken as read</b></p> <p><b>Secondary school board report taken as read</b></p> <p><b>Student representative board report taken as read</b></p> <ul style="list-style-type: none"> <li>• <b>ACTION:</b> The board had questions for student reps. What clubs are there, what do they want to develop and what support do they need.</li> <li>• <b>ACTION:</b> follow up on suggestions for graffiti art wall, where do they think this should go. What sort of support would be needed? What should the rules be?</li> </ul> <p>It was agreed that any questions in relation to the tabled reports is to be followed up out-of-session</p>
9	Finance report	<p><b>Reports tabled</b></p> <ul style="list-style-type: none"> <li>• School Board report and Balance sheet tabled</li> <li>• Any questions can be asked out-of-session</li> </ul>
10	General business	<p><b>Suspensions</b></p> <p>Board member Margaret Beattie has some questions in relation to the representation of Indigenous students in suspensions vs other behavioural management options</p> <ul style="list-style-type: none"> <li>• Tiffany went over the data with the Board about in-school vs out-of-school suspension.</li> <li>• There was a discussion on child safety and the meaning of highly vulnerable. The school has been trying hard to ensure there are more in-school suspensions.</li> </ul>

- Tiffany also noted that the school has hired a third youth worker to provide supervision plus social and emotional support for at risk students.

#### **Licence of the design of the uniform**

- Margaret noted that current students were taking credit for design and concept of the uniform and there was no acknowledgement of the work of students involved in the project that had left the school
- Margaret wanted clarification that the students being photographed were Aboriginal and/or Torres Strait Islanders
  - Tiffany noted that not all children photographed are not all aboriginal and/or Torres strait islander students.
- Tiffany outlined that the project was held over a full year and did involve students that may have left the school and there was no ownership or legal licence of the artwork in place
- The uniform was designed by students, with the assistance of Darkies designs and the final designs were voted on by the students and was not commissioned
- The project was managed by the Indigenous services officer
- There were also discussions around ensuring the story is complete and shared for future years.

**ACTION:** The School to approach the Indigenous Liaison Officer to pull together the previous participants to work on developing a story and ensuring it is kept and shared for future students at the school

**ACTION:** The School to approach Darkies designs to discuss a licence agreement for the use of the artwork to protect the School and the Indigenous students involved in its development.

#### **Community Engagement**

- Margaret wants to be able to engage Indigenous families more. Community wants more direct messaging and has asked this to be included in the action plan and engagement plans

#### **Action plan**

- How do we achieve equitable outcomes of all students?
- Response to intervention model for all students
- Plan for students requiring additional support
- Tiffany noted the schools Reconciliation Action Plan developed in October 2020 to outline how the school is working to embed cultural awareness in the teaching and learning at Namadgi and its commitment to reconciliation
- 10th anniversary promotion

#### **Board Engagement plan**

- Annual Action plan for 2021
- Request board members provide feedback out of session to the secretariat to be provided at our next meeting
- Happy to take on board any suggestions

- Look at a session in the library for Community involvement
- Nicole keen to go to the students for input
- Feedback by date [insert]

<b>11</b>	Next meeting	Thursday 29 July 2021
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Meeting closed 6.11pm

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