

# Annual School Board Report 2020



## Context

The School Board provides an important conduit for the school to engage meaningfully with our community, parents, staff and students.

The Board is the decision-making body of our school it also fulfils the key role of endorsing the School Plan for the year and endorsing the annual budget as well as approving the final draft of the School Annual Report. The School Board works with the school to strengthen its capacity to best meet the need of students. The functions of the School Board include:

- bringing our parent voice to Board matters, but we do not represent the parent body
- taking part in establishing and reviewing the school's priorities and general policy directions
- taking part in planning the financial arrangements necessary to fund the school's priorities and general policy directions
- taking part in the evaluation of the school's performance in achieving its priorities
- approving certain charges and contributions
- determining the school's dress code in consultation with students, staff and parents
- promoting the school in the community

## Meetings

School Boards are required to hold at least two (2) meetings per year. In 2020, Board increased the frequency of meetings to support the school's improvement agenda, and to provide oversight of the COVID-19 response.

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Meetings		●	●		●	●		●		●	●●	

In line with the responsibilities of the School Board as prescribed by the School Education Act 1999 and the School Education Regulations 2000, the annual public meeting is being held in November 2020. The purpose of the meeting is to increase awareness of the function and activities of the School Board and advise the school community of the performance and achievements for the year.

## Membership

The School Board seeks to be representative of the school community, balancing the composition of its' members. Parents and community members must form the majority of the Board.

Membership of School Board comprises:

- **Parent representatives** Mark Wallace (Chair), Sheryl Daniels, Alex King, Breanna Young, Carly Davis and Jennifer Beer
- **Staff Representatives** Tamara Milford, Dianne Rose, Nick Vuckovic, Callum Morrison

Nominations for three (3) parent representative vacancies will be invited in Term 1 and successful nominees will commence tenure Term 2, 2021.

I would like to thank Sheryl Daniels and Breanna Young for their contributions and significant time commitment to the School Council (Over the term of their service).

## Main Business 2020

- Supporting the DET School Culture Self-Assessment and analysing outputs to inform improvement planning.
- Preparing and delivering the School's successful application to become an Independent Public School (IPS) in 2021.
- Supporting the development of the new public website, with dedicated pages to promote the role of the School Board and providing greater transparency through publishing minutes of meeting and other governance documents.
- Review and approval of 2021 contributions and charges (including comparative benchmarking against other like schools).
- Championing various cultural recognition improvements.
- Representing the school community on the South Metropolitan Education Office's Principal selection committee, providing input to key decisions, evaluating applications, shortlisting and interviewing candidates.
- Evaluating the school's performance in achieving strategic objectives, priorities and directions. This includes analysis of student data to monitor the effectiveness of programs in key learning areas.
- Review of annual budget and oversight of expenditure.
- Providing oversight and guidance to School Management with respect to the COVID-19 risk management response strategies, plans and changes to key school events.
- Reviewing policies and guidelines e.g. Communications Policy
- Championing improvement opportunities for collaboration, engagement and communication between School Management, School Board and the P&C Executive.
- Participating in School Executive Management meetings, IPS development and training days, and various working groups.

## Focus for 2021

The focus for 2021 will include, but not be limited to, the following areas:

- Planning and executing transition to an Independent Public School e.g. developing a new Business Plan
- Continuing to pursue improvements with respect to communication, engagement and transparency in a structured manner.
- Developing repeatable processes and artefacts for the operations of Board.
- School Board Governance training has been arranged and will be provided by DET's Leadership Institute for all Board members.

Yours sincerely

**Mark Wallace**  
**School Board Chair**  
**2020**