

## 2024 School Board Minutes

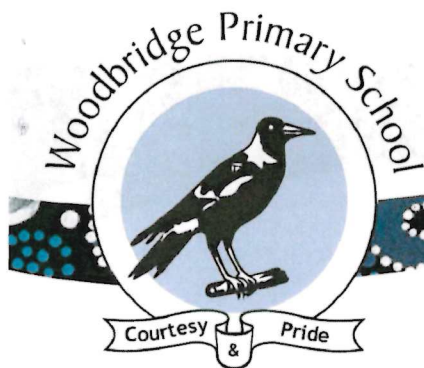
Wednesday 14<sup>th</sup> February 2024

Members:			Apologies:
<i>Staff Representatives</i>	<i>Parent Representatives</i>	<i>Community Representatives</i>	
Paul Marshall Kim Stone Michelle Goodman Jean Muthukumaraswamy  Deb Taylor (Secretary)  Melissa Conway (Guest)	Amy Lang Rai Dietrich Aden Van den Beld		Rachel Weller Linda Whyte Lync Robson

ACTION/ DECISION	WHO	ACTION
<ul style="list-style-type: none"> <li><b>Welcome</b> The meeting was opened at <b>6.32pm</b> by Amy. Amy gave a warm welcome to all attendees and welcomed back Jean and Linda who renominated as Board Members.</li> </ul>	Amy	
<ul style="list-style-type: none"> <li><b>Apologies</b> - Noted as above.</li> </ul>	Secretary to note	
<ul style="list-style-type: none"> <li><b>Approval of Previous Minutes</b> – Wednesday 29<sup>th</sup> November 2023. No revision or amendments by members of previous minutes.</li> </ul>		Noted as approved by all.
<ul style="list-style-type: none"> <li><b>Business Arising from Previous Minutes</b> <ul style="list-style-type: none"> <li>Nomination for Chair Amy Lang renominated for the position of Chair.</li> <li>Yearly Meeting Agenda Guidelines Yearly meeting agenda handed out to members. Paul gave a brief run down of the new look and how it gives members an idea of the type of item for review, conduct, approval etc. PBS update at meeting each term, to be added to the bottom of the page.</li> </ul> </li> </ul>	Amy/Paul	Approved by all  Approved by all with one amendment. To be updated for next meeting.
<ul style="list-style-type: none"> <li><b>Induction Dates to be set</b> Null and void as members have renominated.</li> </ul>	Paul	Conducted
<ul style="list-style-type: none"> <li><b>School Board Info Pack (Updates tabled)</b> <ul style="list-style-type: none"> <li>Contents Page</li> <li>Focus 2024</li> <li>School Charges &amp; Voluntary Contributions</li> <li>Members List</li> <li>Terms of Reference</li> <li>Code of Conduct</li> <li>School Organisational Chart</li> </ul> </li> </ul>	Paul	Reviewed

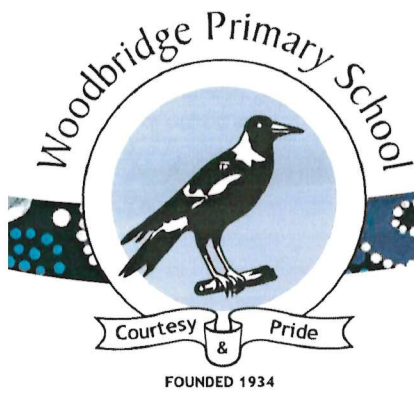
<ul style="list-style-type: none"> <li>○ Business Plan – Draft</li> <li>○ Operational Plans</li> </ul>		
<ul style="list-style-type: none"> <li>● <b>Board 2023 Self-Review Survey Analysis</b> An in-depth discussion was held around the 2023 Self-Review Survey as this was flagged briefly at the last meeting. A good response to the survey with positive reflection of the Board. Points discussed: <ul style="list-style-type: none"> <li>➤ Noted on this year’s agenda guideline that rather than complete the survey ad hoc, a time has been nominated to complete this at the end of a meeting, Week 3, Term 4.</li> <li>➤ Suggestions for training topics and upskilling. Jean, Amy, Kim and Aden are interested in Melissa explaining funding in more detail. Melissa suggested early in Term 2.</li> <li>➤ Identifying possible future parent and community members to build the team.</li> <li>➤ Addition of a mid-year event for Board members – meeting off-site @ alternative venue.</li> </ul> </li> </ul>	Paul/Amy	Discussed  Next agenda mid year location.
<ul style="list-style-type: none"> <li>● <b>Strategic Direction – 2024-2026 Business Plan</b> <ul style="list-style-type: none"> <li>○ DRAFT 2024 -2026 Business Plan Updated Business Plan tabled. <ul style="list-style-type: none"> <li>➤ Feedback has been provided by the subcommittee including Amy and Ed on the draft Business Plan.</li> <li>➤ Discussion around grammar, typos, and different photos which will be relayed back to Abbi for changes.</li> <li>➤ Student names are to be changed to “Year ? student”.</li> <li>➤ Amy commented on how she liked the speech bubbles.</li> <li>➤ Pixelation seems to be an issue on some parts of artwork.</li> <li>➤ The general layout is good.</li> <li>➤ The block size of the three photos on the front page will change.</li> <li>➤ The Magpie’s legs which are joined and blacked out. Correct logo will be forwarded.</li> </ul> </li> <li>○ Meet and Greet About 80% of the families attended.</li> <li>○ Parent Information Sessions Varied from class to class but about 50 – 65% on average of the class parents attended.</li> <li>○ Operational Plan Paul informed the Board of how this lies under the Business Plan and covers the 6 domains. The Operational Plan outlines directions that the school will take this year. Accompanying this are additional operational plans for: <ul style="list-style-type: none"> <li>➤ The Arts</li> <li>➤ Literacy</li> <li>➤ Numeracy</li> <li>➤ Health Safety and Well Being</li> <li>➤ RAPS</li> </ul> </li> </ul> </li> </ul> <p>Amy commented on the amount of work and thanked Paul.</p>	Paul	Informed






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<ul style="list-style-type: none"> <li> <b>2024 Cash Budget</b>            Melissa outlined the cash budget to members of the Board.            Revenue           <ul style="list-style-type: none"> <li>➤ SCF Allocation</li> <li>➤ Voluntary Contributions (66%) last year</li> <li>➤ Fees from Facility Hire</li> <li>➤ Cash carried forward</li> </ul>           Surplus 8% of our General fund.             Adding budget codes as part of our wellbeing plan &amp; purchase of defib and box             Reserve accounts more than department recommends. Will make changes for current year. Will talk more in May.             N accounts saving for more expensive, long-term items.             Each class has \$250 as a class budget for things such as Mother’s Day, Easter, Christmas, rewards.             Alinta Energy is the school’s new electricity provider.             Michelle gave an update on not engaging Curtin Speech. Explained that for the cost of nearly \$30,000 this was not giving a good return. It had been discussed about employing a Speech Pathologist to catch some of these students as there is a long wait for CDS. Amy thanked Michelle.             Discussion held re financial training – Jean, Amy and Aden requested.         </li> </ul>	<p>Melissa</p>	<p>Reviewed and Noted</p>
<ul style="list-style-type: none"> <li> <b>P&amp;C Update</b>            The P&amp;C AGM was held last week. Rai opted not to re-elect as Vice President but is still willing to be a part of the P&amp;C and would therefore be willing to inform the Board of any P&amp;C updates. Travis re-elected as President and there are 14 new members. Sarah Anderson who is involved with a high school canteen has opted to help fundraise.             This term items include:           <ul style="list-style-type: none"> <li>➤ Paperwork going out for a Sausage Sizzle at the Athletics Carnival</li> <li>➤ Easter donations</li> <li>➤ Easter Fundraising</li> </ul> </li> </ul>	<p>Rai</p>	<p>Dates Next Meeting Informed</p>
<ul style="list-style-type: none"> <li> <b>½ Day Early Close – Week 8 Friday 22<sup>nd</sup> March</b>            Regional permission for ½ day close has been approved by Director. The half day in Term 1 has helped with interim feedback and goals to work towards before the Semester 1 reports go out. Motion put forward for School Board to approve closing school day @ 12 noon on this day.         </li> </ul>	<p>Paul</p>	<p>Approved by all members</p>



<ul style="list-style-type: none"> <li>• <b>General Business</b> <ul style="list-style-type: none"> <li>○ <b>PBS</b></li> </ul> </li> </ul> <p>Kim gave an update on PBS.            Teachers are now integrating PBS into classrooms. The whole school are doing DOJO points, aligned to the 4 expectations. Lessons will start next term. All the classes will do the same lesson which will run for 2 weeks. Tokens will be given to students at recess and lunch which they can then cash in for DOJO points.</p> <p>The launch will be next term at Rob Gander’s assembly, 8<sup>th</sup> May. A mascot costume and tokens have been ordered.</p>	<b>Kim</b>	<b>Informed</b>
<ul style="list-style-type: none"> <li>• <b>Next Meeting</b></li> </ul> <p>Confirmation of next Board meeting in Week 8, <b>Wednesday 20<sup>th</sup> March 2024 @ 6:30pm in the Library.</b></p>	<b>Amy</b>	
<p><b>Meeting Closed:</b> Amy Lang closed the meeting at <b>8:09pm.</b></p>	<b>Amy</b>	

*We, the undersigned, agree these minutes to be a true and correct record of this meeting.*

  
 Chair, Amy Lang

  
 Principal, Paul Marshall