

Minutes of meeting No 1, Tuesday, 13th March 2018

ATTENDEES: Ingrid Meyer - IM (Community), Penny Herne - PH (Deputy Principal), Andrew Malcolm - AM (Principal), Leanne Pool - LP (Community), Sean Stevens - SS (Community), Jenni Hess - JH (Community),

| Priority | 1.0 | Welcome and apologies | ACTIONS |
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| | 1.1 | Opening and welcome: The meeting was opened by the Chair at 2.01pm with a formal acknowledgement of country. | |
| | 1.2 | Apologies: Debra Geers - DG (Staff) | |
| | 1.3 | Confirmation of agenda: Confirmed. | |
| | 2.0 | Disclosure of interest | |
| | 2.1 | None. | |
| | 3.0 | Minutes of previous meeting | |
| | 3.1 | Review minutes of previous meeting - Attachment 1: Chair presented to the Board the minutes of the 13 th February 2018. | Approved |
| | 3.2 | Actions arising from the Meeting No. 8 - Attachment 2 Remove LP, IM, BP from doing Financial training on General Action List. | |
| | 4.0 | Uniforms West | |
| | 4.1 | AM advised the P&C has decided to outsource the uniform shop to Uniforms West. The P&C will receive a small retainer from Uniforms West while they run the Uniform Shop. AM showed the Board the garments with some change of fabric. Changes proposed: Material to microfiber New emblem on polo shirt Piping to be added, closely matched to colour of garment New uniform colours to be matched as close to current uniform colours. New fabric for House Shirts. IM showed concerns of fabric being slightly transparent. | Approved |
| | 5.0 | Update 2018-2020 Business Plan | |
| | 5.1 | AM tabled Business Plan Fathering Project was incorporated into the Business Plan as proposed by SS. SS outlined the Fathering Project is a sub-committee to the P&C. Business Plan now ready to be handed over to Jenny Ramshaw along with photos for publishing. SS asked CB how much input was put in by teachers. CB advised teachers basically wrote the document. Was | |

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| | | reviewed many times. Teachers have taken significant ownership of the new plan. | |
| 6.0 2017 Annual School Report | | | |
| | 6.1 | AM tabled 2017 School Annual Report. Report to be put on DoE WA Schools Online site for public access. IM – P&C to be on one line on page 2, under heading Our School Community – to be edited. | Approved |
| 7.0 Strategic Direction | | | |
| | 7.1 | AM outlined the 5 key messages for Strategic Direction. AM showed Naplan performance score ranking for 2016 and 2017. Outstanding results. Targets were achieved when compared to Like School Performance. Como PS success in NAPLAN Testing has been strengthened by whole school approaches to the teaching of Literacy and Numeracy. AM has shared NAPLAN results and recognised the work of the staff. Board congratulated staff and asked for CB to pass their congratulations on to the staff. | |
| 8.0 Terms of Reference | | | |
| | 8.1 | AM tabled document. Document to be summarised and then put on website. CB advised draft Agenda is put up on website 3 working days before the Board Meeting. Minutes are put on website once approved following the next meeting. Board requested the Term Planner needs to have Board meeting details and a link to the Agenda in the Newsletter. CB to put Agenda on website as soon as received. | |
| 9.0 Board Representative at P&C Meetings | | | |
| | 9.1 | AM attended last P&C meeting representing Board. IM advised Board members to pay \$1.00 to be able to vote on their personal behalf. AM advised no representative required for the P&C's AGM. Board members advised IM of their availability to attend P&C meetings. Allocated as follows: 16 th May – PH 13 th June – BP 1 st August – LP 29 th August – SS 24 th October – JH 21 st November – IM | |
| 10.0 Reports and Operational Matters | | | |
| | 10.1 | Finance Report tabled. AM advised class representatives have been finalised. Mel English has volunteered to be co-ordinator once again this year. School student population currently sitting at 400 students. The sea container proposal was declined by Council as considered to be an eyesore. Purpose to provide storage for Loose Parts and make more space. JH spoke to her manager at the Council and was advised Council approval was not required. To make less of an | |

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| | | eyesore suggestion was to instal a hedge as a barrier. | |
| | 10.2 | AM tabled Finance report. PH advised budget to be received 27 th March. | |
| | 10.3 | AM tabled 2018 My School Fact Sheet. Board members all received a copy. | |
| | 10.4 | 5 Key Messages were outlined in section 7.0 Strategic Direction. | |
| 11.0 Other Business | | | |
| | 11.1 | <p>SS tabled two recent studies on school Principal's Health and Wellbeing which reveal some alarming statistics. Proposal for the next Board meeting an agenda item on how the Board could support the Principal.</p> <p>http://www.abc.net.au/news/2018-03-09/school-principals-stress-public-private-teacher-support/9522360</p> <p>https://www.psychology.org.au/inpsych/2014/december/riley</p> <p>AM advised DoE WA are extremely conscious of the situation.</p> <p>SS highlighted concerns regarding school notifications reaching all members of the school community. CB advised that notifications should go through the newsletter as it can be translated to a significat number of different languages.</p> | |
| | 12.0 | Next Meeting | |
| | 12.1 | Term 2, 15th May, 2.05pm – 3.05 pm | |
| | 13.0 | Roundtable evaluation | |
| | 14.0 | Meeting close/adjournment | |
| | 14.1 | The meeting was then closed by the Chair at 3.05pm. | |

Signed (Chair)

Date

Signed (Principal)

Date

Priority – For Decision(D), For Action (A), For Information (I)