

**Minutes of meeting No 6, Tuesday, 28<sup>th</sup> August 2018**

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

Priority	1.0	Welcome and apologies	ACTIONS
	1.1	<b>Opening and welcome:</b> The meeting was opened by the IM at 2.04pm with a formal Acknowledgement of Country.	
	1.2	<b>Apologies:</b> Debra Geers (Staff), Bev Parker (Community)	
	1.3	<b>Confirmation of agenda:</b> Confirmed Other Business: Electronic delivery of reports Verge on Labouchere Kiss-n-Drive Preliminary Date of NAPLAN for Nation Open Meeting P & C Meetings School Board Positions School Board Survey School Board Staff Morning Tea	
	<b>2.0</b>	<b>Disclosure of interest</b>	
	2.1	None.	
	<b>3.0</b>	<b>Minutes of previous meeting</b>	
	3.1	<b>Review minutes of previous meeting - Attachment 1:</b> IM presentment to the Board the minutes of the 31 <sup>st</sup> July 2018.	Approved
	3.2	<b>Actions arising from the Meeting No. 5 - Attachment 2</b> AM raised the question to the National School Opinion Survey (NSOS) regarding the survey not being accesseable in different languages.  IM suggested the survey questions be outlined in the Newsletter so the questions can be translated while present in the Newsletter and to notify parent's survey is now open.  LP attended 20.6.2018 P & C Meeting and advised went very well. LP gave a brief report on behalf of the Board. P&C President noted that sending a different representative from the Board to each P & C meeting was very well received by the P&C members.	
	<b>4.0</b>	<b>School Contributions and Charges for 2019</b>	
	4.1	AM presented the Board with the draft Voluntary Contribution and school fees & charges letter for parents for 2019. There are minimal increases as the school is very conscious of keeping fees and charges down. Voluntary contributions will remain the same.	

		<p>SS raised questions regarding methods of payment. AM advised Admin is still exploring payment options. Vaucluse will continue accepting payment of Voluntary Contributions through the Personal Requirements List.</p> <p>IM – Like to thank P &amp; C for contributing to the Year 6 Camp this year. Enables the children to do extra activities whilst keeping the cost down for parents.</p>	
<b>5.0 Policy Changes</b>			
	5.1	<p><b>Review of Attendance Policy – Refer to Attachment 4</b></p> <p>PH – presented the minor changes to the Attendance Policy. “What constitutes late”. Students arriving after 8.45am are considered late and will be recorded on Integris. Teachers are in agreement with new policy.</p>	
	5.2	<p><b>Review of Behaviour Management Policy – Refer to Attachment 5</b></p> <p>PH – presented the minor changes to the Behaviour Management Policy. Slight adjustment to “Inappropriate Behaviour”, Level One, Two and Three.</p>	
<b>6.0 Reports and Operational Matters</b>			
	6.1	<p>AM – advised New Business Plan was distributed to all students and teachers of Como PS.</p> <p>RM – Precocious Children Program moving forward positively. Students now identified. RM advised the initiative was still in trial period.</p> <p>AM – advised RM has been working on a Precocious Children Policy and has implemented a tracking system. School will test Year 2 to 6 with the AGAT test in Term 4.</p> <p>AM – thanked JH for the donation of the soccer goals from the City of South Perth Council.</p> <p>AM – thanked the Royal Perth Golf Club who kindly donated \$1000.00 to the school to buy further Guided Reading resources for the junior primary school. AM noted the RPGC were looking to further donate. SS will contact Wilf Sonntag from RPGC to discuss possible donation to the Comovers Fathers Group.</p> <p>AM – thanked Mr Pascoe for the great success of this year’s sports carnival.</p> <p>AM – advised 2 questions for the National School Opinion Survey have been combined. There are now 4 survey questions.</p> <p>AM – noted the old library tables were donated to Collier Primary School.</p> <p>AM – NAPLAN Preliminary data has been released. Student reports will be distributed early September 2018.</p>	

		In 2019 NAPLAN testing will be conducted electronically.	
	6.2	August summary of the school One Line Budget Tables and noted by the Board. 2019 One Line Budget has been determined. Goods & Services Budget tabled. Voluntary Contributions are at 84%.	
	<b>7.0</b>	<b>Other Business</b>	
	7.1	<p>Verge on Labouchere – AM received letter from Council advising there was no budget for providing a permanent solution to the verge on Labouchere Road adjacent to the school. CSPC are only prepared to clean up bark and then refill. This however is not a permanent solution to the problem. Council has suggested putting in bollards to stop community parking on the verge. AM replied to the Council. No response has yet been received.</p> <p>JH – suggested asking the City of South Perth for the school to be included in the Community Funding Program and therefore receive funds to assist with paving the area. This however would result in volunteers from the community to form a busy bee to complete the works. AM is going to approach our local CSPC Member to find a permanent solution.</p> <p>Kiss-n-Drive - JH has spoken to the Rangers at the South Perth Council regarding solutions to improve flow and how to educate our community. At present AM and PH manage the school gate on a daily basis which is proving helpful. Unfortunately outside of the school gate is outside the school's jurisdiction. JH is discussing with the Council possible initiatives, for example Junior Ranger Program to resolve the current situation. IM asked JH to discuss at the P&amp;C meeting as JH is representing the Board.</p> <p>Open Meeting – Term 4, Week 3, 23<sup>rd</sup> October.</p> <p>P &amp; C Meetings – Board Representatives: SS – 24<sup>th</sup> October, IM – 28<sup>th</sup> November</p> <p>School Board Positions – Nominations for the Board. AM to put in Newsletter.</p> <p>School Board Survey – to be distributed to Board by email and then IM to compile results.</p> <p>School Board Staff Morning Tea – to be held on the 29<sup>th</sup> November. Board to organise.</p>	
	<b>8.0</b>	<b>Next Meeting</b>	
	8.1	Term 4, 23 <sup>rd</sup> October 2018 (Open Board Meeting)	
	<b>9.0</b>	<b>Roundtable evaluation</b>	
	<b>10.0</b>	<b>Meeting close/adjournment</b>	
	10.1	The meeting was then closed by IM at 3.02pm.	

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Signed (Chair)

Date

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Signed (Principal)

Date

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