

Minutes of meeting No 1, Tuesday, 18th February 2020

ATTENDEES: Jenni Hess - JH (Chair), Andrew Malcolm - AM (Principal), Penny Herne - PH (Deputy Principal), Terri Youd – TY (Staff), Steve Pascoe - SP (Staff), Leanne Pool – (LP), June Tan (JT), Emma Chamberlain (EC), Maryann Tsai (MT) 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 2.04pm with a formal acknowledgement of country. | |
| | 1.2 | Apologies: | |
| | 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: JH – Moved EC - Seconded | Approved |
| | 3.2 | Actions arising from the Meeting No. 1- Attachment 2 JH – Article for School Newletter acknowledging Como Primary School’s partnerships to be written from the Board on behalf of the Board. JT – to send Agenda to Daniele Silva for uploading on school website. Current Board Members to continue in their positions for 2020: JH - nominated for Board Chair EC – Seconded LP – nominated for Board Deputy Chair JH – Seconded JT – nominated for Secretary TY – Seconded New Board photo to be taken at next Board meeting on the 17 th March, 2020. | |
| | 4.0 | Welcome to the Board Members | |
| | 4.1 | JH welcomed our new Board members. Maryann T, Terri Y and Steve P all introduced themselves. Board meeting schedule was distributed and all Board members approved future meeting dates. | |

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| 5.0 P&C Board Liaison 2020 | | |
| 5.1 | EC – agreed to attend each P & C Meeting to represent the Board and provide a report on behalf of the Board. AM – to represent Board should EC not be able to attend. | |
| 6.0 2019 School Annual Report | | |
| 6.1 | <p>AM advised as a requirement under the WA Education Act that all schools are required to provide a School Annual Report. It is to be made available for the whole community through the School and DoE WA Schools Online websites. AM walked through the 2019 Annual School Report with the School Board.</p> <p>The report is inclusive of Year 3 and 5 performance in 2019 NAPLAN testing and a break down of our performance against the school's Business and Operational planning targets.</p> <p>AM advised there is a new Renaissance Reading program in the Library adding focus on reading and comprehension.</p> <p>Next School Review, Term 3, 2021.</p> | |
| 7.0 Reports and Operational Matters | | |
| 7.1 | <p>AM thanked EC for giving the speech on behalf JH at the Junior Special Assembly and also thanked JH for her speech at the Senior Speech Night.</p> <p>School currently has 405 students enrolled. 2020 sees 1 extra Year 1 class. The school is currently experiencing large enrolment across the Junior Primary.</p> <p>Voluntary Contributions for 2019 – 91%.</p> <p>AM welcomed new Board members. AM presented the Principal Report</p> <p>Capital works continued during the holidays including painting throughout the school and replacement of lights in Rooms 5 & 6. Parent Information sessions are continuing. Class Reps to be discussed at these meetings. On entry testing commenced. NAPLAN online trial for writing on the 23rd March for all Year 5 students. Interim Reports will again be issued at end of Term 1 as seen to be of value for parents. AM thanked the community for being very responsible in relation to the Novel Coronavirus.</p> <p>Budget reported by AM.</p> | |
| 7.2 | Joanne Adams (MCS) presented the School Draft G&S Cash Budget. | |
| 8.0 Other Businss | | |

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| | 8.1 | PH – presented and distributed a draft Communication Policy and Guildlines to Board members. The Policy will be presented to staff at their next meeting. | |
| 9.0 Next Meeting | | | |
| | 9.1 | Tuesday 17 th March, 2020, 2.05pm. | |
| 10.0 Roundtable evaluation | | | |
| 11.0 Meeting close/adjournment | | | |
| | 11.1 | The meeting was then closed by the Chair at 2.54pm. | |

Signed (Chair) Date

Signed (Principal) Date

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