

**Minutes of meeting No 8, Tuesday, 23<sup>rd</sup> November 2021**

**ATTENDEES:** Jenni Hess - JH (Chair), Andrew Malcolm - AM (Principal), Penny Herne – PH (Deputy Principal), Terri Youd – TY, Steve Pascoe - SP (Staff), Leanne Pool (LP), Maryann Tsai (MT), Jaylene Flynn (JF), Rick Amos (RA) – (Community), Emma Lipscombe – EL (Deputy Principal)

<b>Priority</b>	<b>1.0</b>	<b>Welcome and apologies</b>	<b>ACTIONS</b>
	1.1	<b>Opening and welcome:</b> The meeting was opened by the Board Chair at 2.05pm with a formal acknowledgement of country.	
	1.2	<b>Apologies:</b>	
	1.3	<b>Confirmation of agenda:</b> Confirmed.	
	<b>2.0</b>	<b>Disclosure of interest</b>	
	2.1	None.  RA advised their family would be moving back to Texas in the new year.	
	<b>3.0</b>	<b>Minutes of previous meeting</b>	
	3.1	<b>Review minutes of previous Meeting No. 7 - Attachment 1:</b> JH – Moved TY – Seconded	Approved
	3.2	<b>Actions arising from the Meeting No. 5 - Attachment 2</b> School Board Photo	
	<b>4.0</b>	<b>2022 School Review</b>	
	4.1	AM discussed the position the school is currently in regarding the 2022 School Review. Focus Overviews were presented to the Board.  Staff have been allocated different areas to report on for the Review. Others will be called upon to participate in the Review and to speak on each of the Domains to the Reviewers.  AM discussed each role/Domain the Admin staff are committed to.  PH discussed her position regarding the School Review.  EM explained her Domains for the School Review.	
	<b>5.0</b>	<b>CPS Finance</b>	
	5.1	AM presented the Draft Goods and Services Budget for 2022.  AM presented the Cash Report and the One Line Budget. AM thanked Jo Adams for all her hard work in managing the budget.	
	<b>6.0</b>	<b>Principal's Report</b>	

	6.1	<p>Voluntary Contributions at 93%. This means that 95% of the school parent population have paid their Voluntary Contributions.</p> <p>Works to the new Universal Access Ramp is still continuing. There was a minor hold up due to hydraulic issues.</p> <p>A successful playground evacuation procedure was practiced by the whole school.</p> <p>AM thanked the Board for their hard work throughout the year and their commitment to the School.</p> <p>The Science Resources Grant received by the State Government has been spent and the acquittal letter returned. AM thanked Mrs Casey, Mrs Stals and Mrs Adams for their hard work in the purchasing of all the equipment and then storing the new equipment.</p> <p>The Peace Pole Assembly was a success with many Rotarians and several Politicians attending along with a representative from the City of South Perth.</p>	
<b>7.0 Board Positions for 2022</b>			
	7.1	<p>Board position was advertised, however no expressions of interest were received in the time the vacancy was listed.</p> <p>AM discussed how the school had been approached by a community member wanting to join our Board who has returned from Hong Kong. AM has since met this lady and explained what she would bring to the school. Her passion is education and would like to stay involved in Education. The Board were requested to think about this proposal and discuss again next year.</p> <p>The Board were positive about welcoming the new community member. The board will welcome her to the first meeting in 2022.</p>	
<b>8.0 Other Business</b>			
	9.1	<p>PH discussed the Years 1-6 will be going back to the hard copy yellow diary. Connect proved to not be as successful as anticipated. There were discussions how the diary can be used as a useful tool.</p> <p>PH requested parents wanting to communicate with other parents in their children's classroom are asked to communicate through their classroom representative rather than through the classroom teacher.</p> <p>JH thanked the Board for their commitment throughout the year. JH also thanked the staff of Como PS on behalf of the Board.</p> <p>AM asked JH if she wished to continue as Board Chair. Board Secretary to be discussed at next board meeting in 2022.</p>	

	<b>9.0</b>	<b>Next Meeting</b>	
	9.1	Tuesday, 16 <sup>th</sup> February 2022 at 2.05pm.	
	<b>10.0</b>	<b>Roundtable evaluation</b>	
	<b>11.0</b>	<b>Meeting close/adjournment</b>	
	11.1	The meeting was then closed by the Chair at 2.54pm.	

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Signed (Chair)

Date

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Signed (Principal)

Date

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