

**Minutes of meeting No 5, Tuesday, 2<sup>nd</sup> August 2022**

**ATTENDEES:** Jenny Hess – JH (Chair), Emma Lipscombe - EL (Principal), Penny Herne – PH, Steve Pascoe - SP (Staff), Leanne Pool (LP), Maryann Tsai (MT), Jaylene Flynn (JF), Jo Laufer (JL), Josh Honsa (JHo) – Community

<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 EL (Principal) at 2.05pm with a formal acknowledgement of country.	
	1.2	<b>Apologies:</b> Terri Youd – TY, Jenni Hess – JH arrived at 2.13pm	
	1.3	<b>Confirmation of agenda:</b> Confirmed.	
	<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 No. 4 - Attachment 1:</b> Spelling error under Principal's report to be corrected.	Approved
	3.2	<b>Actions arising from the Meeting No. 4</b> PH approached Kapture to take the Board photo during school photos on Tuesday, 9 <sup>th</sup> August at 8.45am. Board members agreed to all attend.	
	<b>4.0</b>	<b>Principal's Report</b>	
	4.1	EL presented the Principal's Report. <ul style="list-style-type: none"> <li>• Student numbers 429.</li> <li>• 88% of voluntary contributions paid.</li> <li>• 2023 numbers are looking similar to 2022.</li> <li>• There is currently a recruitment process running for a pool of teachers for 2023.</li> <li>• Staff changes noted.</li> <li>• Covid – 19 update – school to receive more RAT tests (nasal form) to be supplied to each family. Masks are encouraged to be worn indoors.</li> <li>• Public School Review to be carried out in Week 10 on the Tuesday, 20<sup>th</sup>. Board chair has agreed to attend. The P &amp; C President will also be requested to attend.</li> <li>• Induction procedures are currently being reviewed in response to our high staff turnover and new work safety guidelines from DoE.</li> <li>• The staff review of the Strategic Direction has been postponed until the lead up to the Public School Review.</li> </ul>	

		<ul style="list-style-type: none"> <li>• Enrolment processes are being reviewed due an increase in numbers of students with complex medical needs, learning difficulties and disabilities.</li> <li>• Preliminary NAPLAN data has been received, all results will be shared later this month.</li> <li>• Student leaders are providing a road safety message through “Tip of the Week” regarding our Kiss-n-Drive.</li> <li>• Works carried out over the holidays were as follows: <ol style="list-style-type: none"> <li>1. New heaters in the hall</li> <li>2. New workstations in the Teachers’ Prep Room</li> <li>3. Garden beds to be put in near entrance to school with proceeds from Prefect fundraiser</li> <li>4. Comovers had Busy Bee in Nature Playground</li> </ol> <p>A big thank you to Jo Adams (MCS) for coordinating the above.</p> </li> <li>• NCCD - We are required to submit information regarding the level of adjustment we provide for students with special needs through the Nationally Consistent Collection of Data (NCCD) in August each year.</li> <li>• Curtin Education Community - Principals from our local network of 14 schools are currently putting together a Strategic Direction 2023-2025 which will strengthen the network and individual schools to deliver better outcomes for students.</li> </ul>	
<b>5.0</b>		<b>National School Opinion Survey NSOS</b>	
	5.1	EL presented two proposed questions in addition to the generic survey. This survey will be completed by each family, all staff and Year 5 & 6 students.	
<b>6.0</b>		<b>School Board Self-Assessment</b>	
	6.1	<p>JH advised all Board members to give their feedback from the Self-Assessment to her to review. This process will be online, a link will be sent to all Board members.</p> <p>JH encouraged Board members to approach EL or herself at anytime should anyone have any questions or concerns.</p> <p>There is to be a Board email made and all contact details of each Board member is to be sent to members.</p>	
<b>7.0</b>		<b>CPS Finance</b>	
	7.1	EL presented the Cash Report. In future the One Line Budget will also be presented. School Finance Committee will meet before next Board meeting.	

	<b>8.0</b>	<b>Changing Demographic</b>	
	8.1	EL outlined the change in demographic at Como PS. EL explained Como leadership team are exploring the quality of other schools in the areas that may be suitable for SEN student.	
	<b>9.0</b>	<b>CPS Reconciliation Action Plan</b>	
	9.1	PH presented the Draft Reconciliation Action Plan. This should be in place by end of 2023. PH advised Mrs Hartley has been very involved in this new initiative. We have received support from our local noongar community a past parent and student of Como PS who will also attend next board meeting. PH suggested for the Board think of any questions they may have before this meeting. The Prefects are also looking at costings to install a third flag pole (Torres Strait Island flag).	
	<b>10.0</b>	<b>Other Business</b>	
	10.1	MT asked question regarding comments in Semester 1 report.	
	<b>11.0</b>	<b>Next Meeting</b>	
	<b>11.1</b>	<b>Tuesday, 30<sup>th</sup> August 2022</b>	
	<b>12.0</b>	<b>Roundtable evaluation</b>	
	<b>13.0</b>	<b>Meeting Close/adjournment</b>	
	13.1	The meeting was then closed by the Chair at 3.00pm	

---

Signed (Chair)

Date

---

Signed (Principal)

Date

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