



Nedlands Primary School

School Board Meeting

Minutes of Meeting No. 68

Meeting: Wednesday 10th April at 5.00pm, held in the school Library

Attendees: Fiona Cocks, Sally Brauer, Russell Bembridge, Julie Simpfendorfer, Caleb Jones, Sophie Li, Lihong Shi, Anne Christie

Late Apologies: Julie Simpfendorfer, Richard Tucker

Apologies: Dave Norman

Minute Secretary: Catherine Mendez

1.0	Welcome and Apologies	Actions
1.1	The meeting opened at 5.09pm.	
1.2	Fiona Cocks welcomed Board members to the meeting. Fiona and Russell gave particular welcome to Anne Christie who joins the Board from today as a Staff Representative Board Member replacing Renu Sahai.	
1.3	FC gave the acknowledgment of traditional owners.	
1.4	Apologies: Dave Norman Late Apologies: Julie Simpfendorfer, Richard Tucker	
1.5	Disclosure of Interest: The Board noted that there were no real, perceived or potential conflicts of interest declared by any member in relation to the items on the Agenda for Meeting No. 68. Board members were encouraged to raise a query for discussion if they were uncertain whether a matter represented a potential or perceived conflict of interest, per our Code of Conduct.	
2.0	Minutes of Previous Meeting	
2.1	The minutes of Board meeting No 67, held on 27 th February, 2019 were tabled. <i>Motion:</i> The Minutes of Meeting No. 67, held on 27 th February, 2019, as presented, be accepted and uploaded to the school website. Moved: Fiona Cocks Seconded: Russell Bembridge <u>Carried</u>	C. Mendez
3.0	Principal's Report & Financial Summary	
3.1	Principal's Report RB presented and talked through his report (as attached) and answered questions. Topics covered included: Swimming – carnival, training, interschool, PP & Year 1 Water Fun Day. School Activities – Choir, Harmony Week, Year 6 Camp, Ride to School. Aussie Optimism, Innovations Partnership supporting implementation of digital technologies. Coming Events – Shortest Concert Ever, ANZAC Assembly, Holiday & Term dates. Parent Survey - summary will be electronically distributed to the Board for consideration in advance of the next meeting.	Fiona Cocks

3.2	<p>Financial Summary RB distributed the Minimum Expenditure Requirement Report, gave an overview and answered questions.</p> <p><i>Motion:</i> The Board accepts the Minimum Spend Requirements as at 9th April 2019 as tabled. Moved: Fiona Cocks Seconded: Caleb Jones <u>Carried</u></p> <p>The Finance Sub-committee will meet in week one of Term 2 and other finance papers will then be presented to the Board.</p>	Finance sub-committee
4.0	Board Governance	
4.1	<p>Review Upcoming Calendar Items This Board meeting is the last for the current terms of FC & CJ. RB to send Connect message this week informing the community that both Fiona and Caleb are happy to stand again but that nominations are welcome from other parents. Nominations to close Thursday 2nd May (Week 1, Term 2), election to be held (if necessary) during Week 2, results announced in Week 3 and next Board Meeting to be held in Week 4 of Term 2 (22nd May). Action: RB to initiate process via Connect message this week.</p>	R.Bembridge
4.2	<p>Business Plan Review This Term's required review of Business Plan goals is satisfied by the work and focus on the Annual Report. RB confirmed Annual Report should be finalised by early next term. From this, together with survey results, the Board may identify any considerations for the school's strategic direction and resume once-a-term Business Plan reviews.</p>	
5.0	Sub-Committees - Reports	
5.1	<p>Community Planning Sub-committee No further action. It is understood that work is still expected to start around Easter.</p>	
5.2	<p>Well-being Sub-committee CJ reported that there was very good attendance at the Parent Seminar held on Monday 1st April. Good feedback on both the topic ("Resilience") and the presentation by Claire Orange. NedsLads' financial support was very welcome.</p> <p>CJ working towards recruiting committee members.</p> <p>RB advised that Daryl Morris-Hall has attended professional learning to promote and support her team in the promotion of well-being. There will be a report for the Board from the survey done at the start of the year.</p>	
5.3	<p>Parent Seminar Series – Kids & Technologies Sub-committee JS advised that Term Two seminar will be a presentation on how to access and use Office 365 software to be made available free to all families by the Education Department. Date TBA.</p>	JSimpfendorfer
5.4	<p>Communication Sub-committee JS advised that today work began on developing a new school website. Teacher Jay Gan is working with manager corporate services, Fay Moreton. RB advised that P&C website is almost up and running and likely to go live next term.</p>	
6.0	Other Actions from Previous Minutes and General Business	
6.1	<p>School Board Development Program FC referred members to Module 5 included for review in the Board Pack. There were no questions or comments.</p>	
6.2	<p>Annual Report Notes and comments to Russell, please.</p>	All Board Members

6.3	Parent Representatives (2) Election See Item 4.1, above.	
6.4	Parent Survey <u>Parent Survey</u> – RB distributed graph of parent National School Opinion Survey (NSOS) responses and discussed. FC will send summary report to Board in advance of next meeting. <u>Student Survey</u> – RB distributed graph of Years 5 & 6 Student NSOS responses and discussed. <u>Teacher Survey</u> RB distributed graph of Teacher NSOS responses and discussed This year, the Board-initiated survey will be conducted in which additional questions may be included. Consideration to be given to the types of questions to be included, perhaps around well-being, and timing.	Fiona Cocks All Board members
7.0	P & C Report	
7.1	SB's report from the P&C's AGM held on 27Feb2019 was distributed with the Board Pack. SB was not able to attend the last P&C meeting. Sb advised that Term 1 fundraising had been very successful. Lapathon to be held in Term 2.	
8.0	Correspondence - Out	
8.1	Nil	
9.0	Correspondence – In	
9.1	Lihong, Sophie and Richard will need to comply with the new Criminal History Screening Policy, as will new Parent Representatives (if elected). CM will send link for completion of application.	CMendez
10.0	Any Other Business	
10.1	Nil	
11.0	Next Board Meeting0	
11.1	Next Board Meeting: <ul style="list-style-type: none"> • Wednesday 22nd May (Week 4) • Wednesday 19th June (week 8) 	
12.0	Meeting Close & Next Meeting Agenda	
12.1	The meeting closed at 6.44pm.	
12.2	Agenda for Next Board Meeting <ul style="list-style-type: none"> • Welcome & Apologies • Elect Board Chair • Minutes of Previous Meeting • Principal's Report (Including Budget Update) • Board Governance- <ul style="list-style-type: none"> ○ Review Upcoming Calendar Items • Sub-Committee Reports • Other Actions from Previous Minutes & General Business <ul style="list-style-type: none"> ○ Parent Representative Election ○ Annual Report Update ○ Parent Survey ○ Focus 2019 - Update • Correspondence In/Out • Any Other Business 	

Fiona Cocks, Board Chair