



Nedlands Primary School

School Board Meeting

Minutes of Meeting No. 69

Meeting: Wednesday 22nd May 2019 at 5.00pm, held in the school Library

Attendees: Fiona Cocks, Sally Brauer, Russell Bembridge, Sophie Li, Anne Christie, Dave Norman

Late Apologies: Lihong Shi

Apologies: Caleb Jones, Julie Simpfendorfer, Richard Tucker

Minute Secretary: Catherine Mendez

1.0	Welcome and Apologies	Actions
1.1	The meeting opened at 5.10pm. Russell Bembridge welcomed Board members to the meeting.	
1.2	RB acknowledged the traditional owners on which the school stands and this meeting is held..	
1.3	Apologies: Caleb Jones, Julie Simpfendorfer, Richard Tucker Late Apologies: Lihong Shi	
1.4	Russell congratulated Fiona and Caleb who were elected for a second term on the Board.	
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. 69. 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.	
1.6	RB advised that Fiona Cocks had agreed to nominate to continue as Board Chair this year. There being no further nominations, Fiona was confirmed as Board Chair for 2019 and thanked for her continuing contribution.	
2.0	Minutes of Previous Meeting	
2.1	The minutes of Board meeting No 68, held on 10 th April, 2019 were tabled. <i>Motion:</i> The Minutes of Meeting No. 68, held on 10 th April, 2019, as presented and with noted change made, be accepted and uploaded to the school website. Moved: Russell Bembridge Seconded: Sophie Li <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.	
3.2	Financial Summary RB distributed relevant papers (attached) and gave overview. <i>Motion:</i> The Board accepts the Cash Report as at 7 th May 2019 as tabled. Moved: Anne Christie Seconded: Fiona Cocks <u>Carried</u>	

4.0	Board Governance	
4.1	Review Upcoming Calendar Items Annual Report: Delayed. Email distribution to Board as soon as possible for final endorsement.	R.Bembridge
5.0	Sub-Committees - Reports	
5.1	Community Planning Sub-committee RB has a general meeting with the Mayor next week. Hopes to receive update from Council on Elizabeth Street works soon.	
5.2	Well-being Sub-committee CJ not at meeting. RB advised that Daryl Morris Hall working through student survey results. The results of the staff survey are back and are being analysed. Office Team staff also now completed the survey.	
5.3	Parent Seminar Series – Kids & Technologies Sub-committee JS not at meeting. No date for Office 365 Seminar.	JSimpfendorfer
5.4	Communication Sub-committee Jay Gan has been given some time to work on the school's website. Work continues.	
6.0	Other Actions from Previous Minutes and General Business	
6.1	School Board Development Program Mistakenly included on Agenda. Dealt with last meeting.	
6.2	Annual Report Per 4.1, above.	
6.3	Parent Survey FC will send summary report to Board in advance of next meeting.	Fiona Cocks
6.4	Teacher Survey RB has shared with staff. Work being done to tease out the issues.	
6.5	Focus 2019 RB facilitated a brainstorming session to identify things Board members would like the school to focus on over the next three years (beyond any identified "gaps" shown through academic testing). Many ideas were put forward and RB thanked the group for their input. <i>nb This item was addressed following discussion of the Christmas Concert item at 10.1, below.</i>	
6.6	Criminal History Screening Sophie has completed her paperwork and is about to submit her documentation. No update on Lihong and Richard.	CMendez
7.0	P & C Report	
7.1	There has been no P&C meeting since the last Board Meeting. The P&C is meeting tonight.	
<i>Lihong Shi joined the meeting at 5.47pm</i>		
8.0	Correspondence - Out	
8.1	Nil	

9.0	Correspondence – In	
9.1	<p>Invitation to submit nominations for Teacher of the Year.</p> <p>Agreed turnaround too tight this year and timing may not be right for the school. Agreed to focus on other opportunities to celebrate and recognise the school and the people in it for this year.</p> <p>Also agreed to keep in mind opportunities to promote good things via media.</p>	CMendez
10.0	Any Other Business	
10.1	<p>Christmas Concert</p> <p>RB advised that there were some responses in the Parent Survey which queried the relocation of the Christmas Concert from the Octagon back to the school. RB tabled document outlining overall costings. Discussed. While there was no criticism of the in-school event, it was generally felt that the event was better at the Octagon. Agreed to revisit, exploring cost reduction or offset opportunities.</p> <p>Action: RB & DN to discuss</p>	RBembridge & DNorman
Sophie Li made her apologies and left the meeting at 6.15pm		
11.0	Next Board Meeting0	
11.1	<p>Next Board Meeting:</p> <ul style="list-style-type: none"> • Wednesday 19th June (week 8) 	
12.0	Meeting Close & Next Meeting Agenda	
12.1	The meeting closed at 6.48pm.	
12.2	<p>Agenda for Next Board Meeting</p> <ul style="list-style-type: none"> • Welcome & Apologies (Apology from Russell Bembridge) • Minutes of Previous Meeting • Principal's Report (Including Budget Update) • Board Governance- <ul style="list-style-type: none"> ○ Review Upcoming Calendar Items ○ Term 2 Business Plan Review • Sub-Committee Reports • Other Actions from Previous Minutes & General Business <ul style="list-style-type: none"> ○ Annual Report Update ○ Parent Survey ○ Christmas Concert - Update ○ Focus 2019 - Update • Correspondence In/Out • Any Other Business 	

Fiona Cocks, Board Chair