



# Nedlands Primary School

## School Board Meeting

### Minutes of Meeting No. 65

## Annual Open Board Meeting

Meeting: Wednesday 24th October at 5.00pm, held in the school Library

Attendees: Fiona Cocks, Sally Brauer, David Norman, Russell Bembridge, Renu Sahai, Julie Simpfendorfer, Caleb Jones

Parent Attendees: Linqing Wen, Pip Hoy, James Kornweibel

Apologies: Richard Tucker, Lihong Shi

Minute Secretary: Catherine Mendez

1.0	Welcome and Apologies	Actions
1.1	The meeting opened at 5.10pm.	
1.2	Fiona Cocks welcomed parent visitors and Board members to the meeting.	
1.3	FC gave the Acknowledgement of Country.	
1.4	Apologies: Richard Tucker	
1.5	<p><b>Disclosure of Interest:</b>            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. 65.            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.</p>	
2.0	Minutes of Previous Meeting	
2.1	<p>The minutes of Board meeting No 64, held on 5<sup>th</sup> September, 2018 were tabled.</p> <p><i>Motion:</i> The Minutes of Meeting No. 64, held on 5<sup>th</sup> September, 2018, as presented, be accepted and uploaded to the school website.            Moved: Renu Sahai                      Seconded: Sally Brauer                      <u>Carried</u></p>	C. Mendez
3.0	Principal's Report & Financial Summary	
3.1	<p><b>Principal's Report</b>            RB presented and talked through his report (as attached) and answered questions.</p> <p>The six dates for 2019 school development days have now been identified.  <i>Motion:</i> The Board endorses the following six School Development Days for 2019: Thursday 31<sup>st</sup> January, Friday 1<sup>st</sup> February, Friday 31<sup>st</sup> May, Monday 26<sup>th</sup> August, Monday 14<sup>th</sup> October and Friday 20<sup>th</sup> December.            Moved: Russell Bembridge                      Seconded: Fiona Cocks                      <u>Carried</u></p> <p>National School's Opinion Survey will be distributed this week.</p>	

3.2	<p><b>NAPLAN</b>  RB presented a report on the NAPLAN process and results for 2018 questions were asked and answered throughout the presentation.  CJ proposed that the minutes reflect the Board's support for the school's balanced approach to NAPLAN including the delivery to students and interpretation.</p>	
3.3	<p><b>Financial Summary</b>  RB distributed relevant papers (attached) and gave overview.</p> <p>RB asked that the circulated finance documents be treated confidentially.</p> <p><i>Motion:</i> The Board accepts the Cash Report as at 23<sup>rd</sup> October 2018 as tabled.  Moved: Sally Brauer                      Seconded: Caleb Jones                      <u>Carried</u></p>	
<b>4.0</b>	<b>Board Governance</b>	
4.1	<p><b>Review Upcoming Calendar Items</b>  Action: Change "Fees &amp; Charges Board endorsement " from November to October in the calendar.</p> <p><b>Annual Report</b>  Action: Each sub-committee to prepare a piece for the annual report (between one par &amp; half page) by 9<sup>th</sup> November to  Community Planning - Russell  Well-being - Caleb  Parent Seminar Series - Sally  Communications - Julie  Finance – Fiona  General Board activities (0.5 – 0.75 page) – Fiona</p> <p>Action: Circulate 2017 Annual Report to assist Board members in the preparation of their contributions to the report.</p> <p>Action: Circulate draft annual report, as it is by 20<sup>th</sup> November to Board for review of content to date at last 2018 Board meeting (28<sup>th</sup> November).</p> <p><b>Business Plan Review</b>  Continuous</p>	<p>CMendez</p> <p>Board Members, as noted at left.</p> <p>F.Cocks</p>
<b>5.0</b>	<b>Sub-Committees - Reports</b>	
5.1	<p><b>Community Planning Sub-committee</b>  City of Nedlands is progressing its plans for the bike-friendly changes to Elizabeth Street. Interested community members, including FC invited to view plans to date. Plans expected to be activated by end 2019.</p>	
5.2	<p><b>Well-being Sub-committee</b>  CJ advised that the sub-committee has met. Daryl Morris-Hall, the school's well-being co-ordinator spoke to the sub-committee and gave them an overview of what the school team is working on.  Working on ideas for next Parent Seminar.  The last COAG meeting had a big focus on mental health in schools. Out of this the National Education Initiative will be providing resources and frameworks. From November 1<sup>st</sup>. More information to come. Good that our school is already working in this area.</p>	C.Jones
5.3	<p><b>Parent Seminar Series – Kids &amp; Technologies Sub-committee</b>  Per above.</p>	

5.4	<b>Communication Sub-committee</b> JS confirmed that the school will be using Connect again for the distribution of student reports.	JS
<b>6.0</b>	<b>Other Actions from Previous Minutes and General Business</b>	
<b>7.0</b>	<b>P &amp; C Report</b>	
	SB provided her report in advance (attached) but went through it for this meeting as well.	
<b>8.0</b>	<b>Correspondence - Out</b>	
8.1	Nil	
<b>9.0</b>	<b>Correspondence - In</b>	
9.1	Email from City of Nedlands regarding Safe Active Streets Project – Jenkins & Elizabeth Street (see Item 5.1, above)	
<b>10.0</b>	<b>Any Other Business</b>	
	Nil	
<b>11.0</b>	<b>Next Board Meeting</b>	
11.1	<b>Next Board Meeting:</b> <ul style="list-style-type: none"> <li>• Wednesday 28<sup>th</sup> November, 5.00pm (Week 8)</li> </ul>	
<b>12.0</b>	<b>Meeting Close &amp; Next Meeting Agenda</b>	
12.1	The meeting closed at 7.10pm.	
12.2	<b>Agenda for Next Board Meeting</b> <ul style="list-style-type: none"> <li>• Welcome &amp; Apologies</li> <li>• Minutes of Previous Meeting</li> <li>• Principal's Report</li> <li>• Term Four Business Plan Review</li> <li>• Board Governance- <ul style="list-style-type: none"> <li>○ Review Upcoming Calendar Items</li> </ul> </li> <li>• School Board Development Program – Review &amp; discuss Module 5</li> <li>• Sub-Committee Reports</li> <li>• Other Actions from Previous Minutes &amp; General Business</li> <li>• Annual Report</li> <li>• BYoD Survey</li> <li>• Correspondence In/Out</li> <li>• Any Other Business</li> </ul>	

*Fiona Cocks, Board Chair* \_\_\_\_\_