



Nedlands Primary School

School Board Meeting

Minutes of Meeting No. 66

Meeting: Wednesday 28th November at 5.00pm, held in the school Library

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

Apologies: Richard Tucker

Minute Secretary: Catherine Mendez

1.0	Welcome and Apologies	Actions
1.1	The meeting opened at 5.12pm.	
1.2	Fiona Cocks welcomed Board members to the meeting.	
1.3	FC gave the acknowledgment of traditional owners.	
1.4	Apologies: Richard Tucker	
1.5	<p>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. 66. 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 65, held on 24th October, 2018 were tabled.</p> <p><i>Motion:</i> The Minutes of Meeting No. 65, held on 24th October, 2018, as presented, be accepted and uploaded to the school website. Moved: Sally Brauer Seconded: Caleb Jones <u>Carried</u></p>	C. Mendez
3.0	Principal's Report & Financial Summary	
3.1	<p>Principal's Report RB presented and talked through his report (as attached) and answered questions. JS gave an overview of the Game Changers event on the weekend.</p>	
3.3	<p>Financial Summary RB distributed relevant papers (attached) and gave overview.</p> <p><i>Motion:</i> The Board accepts the Cash Report as at 27th November 2018 as tabled. Moved: Fiona Cocks Seconded: Dave Norman <u>Carried</u></p>	
4.0	Board Governance	
4.1	<p>Review Upcoming Calendar Items This is the last meeting for staff Board member, Renu Sahai and community Board member, Mei Han. FC thanked both Renu and Mei on behalf of the whole Board.</p>	CMendez

	<p>Annual Report Sub-committee contributions to the annual report have begun to come in but work on the Annual Report will need to be done over the summer break. The draft will be distributed before the next meeting and tabled for Board endorsement at the first meeting of 2019.</p> <p>There was no feedback suggesting any changes to the format of the Annual Report.</p> <p>Action: Remaining sub-committee reports to RB ASAP</p> <p>Action: Change calendar to reflect revised Annual Report process dates</p> <p>Action: Circulate draft annual report before first 2019 meeting.</p>	<p>Board Members</p> <p>C. Mendez</p> <p>RB</p>
4.2	<p>Term 4 Business Plan Review Today's focus was on On-entry Data Analysis as well as Ongoing Professional Development in integrating technology into learning for teaching staff. JS and RB spoke about these respectively.</p>	
<i>Mei Han made her apologies and left the meeting at 6.15pm</i>		
5.0	Sub-Committees - Reports	
5.1	<p>Community Planning Sub-committee RB advised that the most recent planning material for the Jenkins/Elizabeth street changes will soon be made available by Nedlands Council.</p> <p>Work is expected to start around Easter 2019.</p>	
5.2	<p>Well-being Sub-committee CJ advised that the sub-committee has met with the school well-being team. No parent workshop in Term Four because it is too busy already. Working on the idea of "Resilience" as the topic for the next Parent Seminar (Term 1, 2019). Also considering options to have an afternoon seminar on the same day for staff. RB confirmed that this area has been one of high and worthwhile contribution over the year.</p>	C.Jones
5.3	<p>Parent Seminar Series – Kids & Technologies Sub-committee JS advised that the Term Two seminar could be a presentation on how to access and use software (Microsoft and Apple) being made available free by the Education Department.</p>	
5.4	<p>Communication Sub-committee Reports will be going out on Connect. Reminders will be sent in advance..</p>	JS
6.0	Other Actions from Previous Minutes and General Business	
7.0	P & C Report	
	SB provided her report in advance (attached) but went through it for this meeting as well.	
8.0	Correspondence - Out	
8.1	Email from Fiona Cocks to Anne Gribble thanking her for co-ordinating the staff Merit Certificates (attached). Thanks to Anne were reiterated by emails from Caleb Jones and Mei Han.	
9.0	Correspondence – In	
9.1	Emails from teaching staff members Renu Sahai and Natalia Anderson thanking the Board for the Merit Certificate gesture at a recent assembly (attached).	

10.0	Any Other Business	
10.1	RB thanked the Board for their contributions throughout 2018	
11.0	Next Board Meeting0	
11.1	Next Board Meeting: <ul style="list-style-type: none"> • Wednesday 27th February (Week 4) 2019 	
12.0	Meeting Close & Next Meeting Agenda	
12.1	The meeting closed at 7.02pm.	
12.2	Agenda for Next Board Meeting <ul style="list-style-type: none"> • Welcome & Apologies • Minutes of Previous Meeting • Principal's Report • Board Governance- <ul style="list-style-type: none"> ○ Review Upcoming Calendar Items • School Board Development Program – Review & discuss Module 5 • Sub-Committee Reports • Other Actions from Previous Minutes & General Business • Annual Report • Correspondence In/Out • Any Other Business 	

Fiona Cocks, Board Chair _____