Nedlands Primary School  
School Board Meeting  
Minutes of Meeting No. 45

Meeting: Wednesday 2nd December, 6.00pm, held in the school Library

Attendees: Anne Gribble (Chair), Russell Bembridge, Geoff Jones, Daryl Morris-Hall, Miriam Stanborough, Helen Wildy, Amanda Brien, Sharon Parker

Apologies: Nil

Minute Secretary: Catherine Mendez

<table>
<thead>
<tr>
<th>1.0</th>
<th>Welcome and apologies</th>
<th>Actions</th>
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<tbody>
<tr>
<td>1.1</td>
<td>The meeting opened at 1.05pm. Anne Gribble gave the Acknowledgement of Country and welcomed all Board members to the meeting.</td>
<td>Chair</td>
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<td>1.2</td>
<td>Apologies/absentees – Nil</td>
<td>Chair</td>
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<td>1.3</td>
<td>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.45. 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.</td>
<td>Chair</td>
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<table>
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<tr>
<th>2.0</th>
<th>Minutes of Previous Meetings</th>
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<tr>
<td>2.1</td>
<td>The minutes of Board meeting No. 43, held on 9th September, 2015 were tabled. Motion: The Minutes of Meeting No. 43, held on 9th September 2015, as presented, be accepted and uploaded to the school website. Moved: Russell Bembridge  Seconded: Sharon Parker  Carried</td>
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The minutes of Board meeting No. 44 and the Open Board Meeting held on 28th October, 2015 were tabled.

Motion: The Minutes of Meeting No. 44 and the Open Board Meeting, held on 28th October 2015, as presented, be accepted and uploaded to the school website.

Moved: Miriam Stanborough  Seconded: Anne Gribble  Carried
### 3.0 Action Arising from Minutes of Previous Meeting

| 3.1 | AG to invite relevant UWA representatives to the School to follow up on discussion re: impact of UWA students on NPS – AG and RB have agreed to develop a clear strategy defining what is hoped to be achieved by meeting with UWA together with a firm plan of action. Therefore it has been decided to defer arrangement of this invitation until next year with a view to hosting the visit on 15th March 2016. | Anne Gribble, Russell Bembridge |
| 3.2 | Brief overview of staff committees for Board information - Deferred | Russell Bembridge |
| 3.3 | Parent Information: Cultivating a Learning Mindset – consideration of second seminar – It was agreed that it would be worthwhile conducting this seminar early in the new school year. Parent Information seminars will be conducted week 3 and possibly week 4 so this seminar could take place in Week 5 (week commencing 29th February) of Term 1, 2016. | Sharon Parker, Russell Bembridge (calendar) |
| 3.4 | Kids & Technology - update on possible presentation. Deferred for further discussion to next year. | Miriam Stanborough |
| 3.5 | Review Terms of Reference – This is on the calendar for next year (November) and has now been placed on the agenda for the first meeting of 2016. Current Terms of Reference will be distributed in advance of the meeting. | Anne Gribble, Catherine Mendez |
| 3.6 | Social media communication options – Amanda distributed information, described details and some of the pros & cons of the options and answered questions. Whole-school communication to the community (“Skoolbag” & “Community2Go”) and classroom communication to parent (“Today we Learned”) options were discussed. RB has also received an approach from an additional provider (“Tiqbiz”) to consider. Action: Further investigation of options to take place with a view to implementing trials over the first half of next year. Year Four teacher, Renu Sahai, will be undertaking a trial of the “Today we Learned” communication system. | Russell Bembridge & Amanda Brien |

### 4.0 Principal’s Report & Financial Summary

| 4.1 | RB presented his report to the meeting. See attached. | Russell Bembridge |
| 4.2 | 2015 Annual Budget and Financial Summary
RB provided the Board with a summary of the large expenditure items for the period since the last Board meeting and answered Board questions.
Motion: The Board accepts the Expenditure Report for 2015, as at 24th November 2015, as tabled.
Moved: Miriam Stanborough Seconded: Geoff Jones Carried | Russell Bembridge |

**Helen Wildy gave her apologies and left the meeting at 2.05pm**

### 5.0 General Business

| 5.1 | Board-initiated Parent Survey- AG will draft a summary for communicating to the parents and circulate it via email. | Anne Gribble |
School Self-Review - RB advised that the school has been informed that Wednesday 24th and Thursday 25th February will be the dates on which the two reviewers from the Department of Education Services (DES) will visit and conduct interviews. They will want to speak to Board members as well as other members of the school community. Board members are asked to pencil in Wednesday afternoon (24th February) to be available to meet the reviewers.

RB will be working on the self-review documentation for submission to the reviewers on the 27th January. He will distribute it electronically, for review and comment by the Board.

The Board discussed and agreed that it would be worthwhile meeting before the reviewers visit the school.

Action: Board Meeting to be held on Wednesday 17th February at 7.30pm to discuss the upcoming DES meeting. Daryl Morris-Hall will have completed her term and will attend as a guest.

Annual Report – Hard copies of these will be available for the Board by the end of next week for electronic review.

ACARA Survey- The basic survey, per requirements, will be timed to take place after feedback on the Board-initiated survey has been distributed. AG will have the Board survey feedback with RB asap.

School Access Sub-committee Report- Nedlands Council has advised that idling along yellow lines on the road is not allowed, per WA Traffic laws. Therefore, related information needs to be corrected in the drop-off/pick-up information flyer. The problems of congestion and other dangerous manoeuvres, particularly at afternoon pick-up time, are not improving. The Board supported the suggestion to implement restrictions on stopping in the pick-up zone at all before 3.15pm. The Main Roads Department will be installing flashing lights at three points around the school however not at points considered necessary by the School Access Sub-committee. MS continues the campaign to have this addressed.

Appointmen of Second Community Board Member – Possible sources of candidates continue to be considered. AG will distribute a skills matrix template for Board members to complete to assist in describing the role for potential candidates.

NAPLAN Results, further questions & comments – RB answered further questions raised by Board members.

Board Meeting Dates for 2016 – 
17th February 7.30pm
16th March 1.00pm
11th May 1.00pm
15th June 1.00pm
The Board discussed whether 1.00pm was the most suitable meeting time. This matter is to be discussed further.

Sharon Parker gave her apologies and left the meeting at 3.07pm

P&C Representative Report

MS reported on the last P&C meeting which was held on 4th November (see report attached). The next P&C meeting will be held tonight.
7.0 Correspondence OUT

7.1 nil

8.0 Correspondence IN

nil

9.0 Other Business

9.1 This was the last Board meeting for Daryl Morris-Hall. The Board thanked Daryl for her valuable service over the past three years.

10.0 Next Board Meeting

10.1 Next Board Meeting:
- 7.30pm Wednesday 17th February (discussion of upcoming DES meeting)

Future Board Meetings:
- Wednesday, 16th March 1.00pm
- Wednesday, 11th May 1.00pm
- Wednesday, 15th June 1.00pm

11.0 The meeting closed at 3.08pm

Board Meeting Dates for 2016 –
17th February 7.30pm
16th March 1.00pm
11th May 1.00pm
15th June 1.00pm

Next Board Meeting Agenda Items:
- Budget and Financial Summary
- School Access Sub-committee Report
- ACARA survey
- Board-initiated Parent Survey
- Social media communication options
- Brief overview of staff committees for Board information
- Appointment of Second Community Board Member
- UWA representatives tour of the School to follow up on discussion re: impact of UWA students on NPS
- Parent Information: Cultivating a Learning Mindset, Kids & Technology
- Terms of Reference Review
- School Self-Review
- Board Meetings for 2016
- Correspondence In/Out
- P&C Representative Report
- Principal's Report

Anne Gribble, Board Chair____________________________________________________