



Nedlands Primary School

School Board Meeting

Minutes of Meeting No. 50

Meeting: Wednesday, 3rd August 2016 at 5.00pm, held in the school Library

Attendees: Russell Bembridge (chair), Anne Gribble, Geoff Jones, Lisa Lough, Anna Davila
Jodii Giannas. Helen Wildy

Apologies: Susan Fullgrave, Jodii Giannas

Late Apologies: Helen Wildy, Lisa Lough

Minute Secretary: Catherine Mendez

1.0	Welcome and apologies	Actions
1.1	The meeting opened at 5.15pm. Anne Gribble gave the Acknowledgement of Country and welcomed all Board members to the meeting.	Chair
1.2	Apologies/absentees – Apologies received from Susan Fullgrave. Late arrival apology received from Helen Wildy.	Chair
1.3	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.50. 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.	Chair
2.0	Minutes of Previous Meeting	
2.1	The minutes of Board meeting No. 49, held on 22 nd June, 2016 were tabled. <i>Motion:</i> The Minutes of Meeting No. 49, held on 22 nd June, 2016, as presented, be accepted and uploaded to the school website. Moved: Lisa Lough Seconded: Anna Davila <u>Carried</u>	Catherine Mendez
3.0	Action Arising from Minutes of Previous Meeting	
3.1	UWA representative visit - Update See Principal's report, Item 4.1, below.	Russell Bembridge
3.2	Terms of Reference Review JG was unable to attend this evening's meeting but advised that she hopes to send through the reviewed ToR document within the next 24 hours.	Jodii Giannas
3.3	Dress Code Review – Deferred until next meeting when SF will have returned.	Susan Fullgrave

3.4	Review upcoming Calendar items. Identify other dates to be included on Board Calendar: Business Plan, Annual Report, ACARA Survey, NPELC Visit, etc. Items now included on calendar and on website.	Chair
3.5	Board Induction Sessions The format for these session options has recently changed. RB will investigate options and bring back to Board.	Russell Bembridge
4.0	Principal's Report & Financial Summary	
4.1	Principal's Report RB presented his report to the meeting. See attached.	Russell Bembridge
Lisa Lough joined the meeting at 5.25pm		
Helen Wildy joined the meeting at 5.38pm		
4.2	2016 Annual Budget and Financial Summary RB provided the Board with documents covering the Operational Budget for July 2016 and "Big Ticket Items" and he answered Board questions. <i>Motion:</i> The Board accepts Cash Report as at 27th July 2016 as tabled. Moved: Helen Wildy Seconded: Anna Davila <u>Carried</u>	Russell Bembridge
5.0	General Business	
5.1	Business Plan 2016-2018 Sub-Committee Report A second draft of the Business Plan, together with a document entitled "Targets and Milestones in Business Plans", was distributed to Board Members this evening and RB spoke about items included in the document. ACTION: Board members to review & direct feedback to RB by Thursday 11th August. <i>Post script to meeting: This document was prepared in advance but, due to Executive Officer oversight, was not distributed with Board pack.</i>	Russell Bembridge All Board members
5.2	Annual Report 2015 - Update To be uploaded to the school website this week.	Russell Bembridge
5.3	Kids and Technology AD updated the Board on further opportunities she has identified, particularly in partnership with Nedlands Library. It is likely that any events will be arranged for Term 1 of 2017, in Week 5 or 6.	Anna Davila
5.4	School Access Sub-committee Report LL updated the Board on progress since last Board meeting. The plan supported at the last board meeting is in action and ten parent volunteers have been conducting a survey on parking situation. When the data has been collated and processed, LL will bring it to the Board.	Lisa Lough
5.5	Communication Options Deferred until next meeting.	Jodii Giannas
6.0	P&C Report	
6.1	AD updated the Board on the P&C matters covered in the attached report.	Anna Davila
7.0	Correspondence OUT	
7.1	Letter dated 17th June from RB & AG inviting UWA's Prof. K. Anderson and Mr D. Norman to visit the school.	

8.0	Correspondence IN	
8.1	Undated letter from Community & Public Sector Union to Board Chair regarding State government funding to the Responsible Parenting Program.	
8.2	Undated letter from WA Education Awards Co-ordinator, Marcia Czerniak, advising 2016 WA Education Awards are open.	
<p>Helen Wildy made her apologies and left the meeting at 7.03pm It emerged that this will be Helen's last meeting as our Board Community Member. AG and RB expressed their sincere thanks to Helen for her service to the school, as an inaugural community Board member, since September 2010.</p>		
9.0	Other Business	
9.1	<p>Open Board Meeting: It was decided that the required annual Open Board Meeting would not be a separate presentation-style event since it has attracted only two or three attendees each year. Instead, the last Board Meeting for the year, 16th November, will be advertised as being also the formally designated Open Meeting.</p> <p>The possibility of conducting a separate information session presenting and explaining NAPLAN results data for parents was also discussed.</p> <p>ACTION: Advertise the Open Board Meeting appropriately in advance.</p>	
9.2	<p>Identification of potential Board Community Representatives ACTION: Board members to consider possible candidates for this role and bring names to the next meeting for discussion.</p>	All Board members
10.0	Next Board Meeting	
10.1	<p>Next Board Meeting: Wednesday, 24th August 1.00pm – Finalise Business Plan Future Board Meetings:</p> <ul style="list-style-type: none"> • Wednesday 26th October 1.00pm* – Review aggregated NAPLAN data, Business Plan review • Wednesday 16th November 5.00pm* – Open Board Meeting <p>* Note changes of time for these meetings.</p>	
11.0	<p>The meeting closed at 7.30 pm</p> <p>Next Board Meeting Agenda Items:</p> <ul style="list-style-type: none"> • Principal's Report • Budget and Financial Summary • Terms of Reference Review • Dress Code Review • Annual Report 2015 - Update • Review Upcoming Calendar Items • Business Plan • School Access Sub-committee Report • Kids & Technology Update • Communication Sub-committee report • Open Board Meeting / NAPLAN presentation • Community Board Representative candidates • Correspondence In/Out • P&C Report 	

Anne Gribble, Board Chair _____