



Nedlands Primary School

School Board Meeting

Minutes of Meeting No. 61

Meeting: Wednesday 23rd May at 5.00pm, held in the school Library

Attendees: Julie Simpfendorfer, Fiona Cocks, Renu Sahai, Caleb Jones, Mei Han, Sally Brauer, Lihong Shi,

Apologies: Richard Tucker, David Norman, Russell Bembridge, Catherine Mendez

Minute Secretary: Electronically recorded and later transcribed by C. Mendez

1.0	Welcome and Apologies	Actions
1.1	The meeting opened at 5.00pm.	
1.2	Julie Simpfendorfer welcomed all Board members to the meeting with particular welcome to new Parent Representative Sally Brauer. A second new Parent Representative, Richard Tucker, was unable to attend this meeting. Sally Brauer spoke briefly to the Board about her background.	
1.3	Julie Simpfendorfer gave the Acknowledgement of Country.	
1.4	Apologies: David Norman Late Apologies: Lihong Shi	
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. 61. 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.	
2.0	Minutes of Previous Meeting	
2.1	The minutes of Board meeting No. 60, held on 27 th March, 2018 were tabled. <i>Motion:</i> The Minutes of Meeting No. 60, held on 27 th March, 2018, as presented, be accepted and uploaded to the school website. Moved: Fiona Cocks Seconded: Renu Sahai <u>Carried</u>	C. Mendez
3.0	Principal's Report & Financial Summary	
3.1	Principal's Report JS presented and talked through her report (as attached). As a part of this report, the matter of out-of-school-hours public use of the school basketball/netball court. The hoop stands may be rotated from basketball to netball but have been broken when changed incorrectly out-of-hours. Consideration needs to be given as to how to manage this. JS sought input from Board members. Discussion confirmed that the Board would prefer to see the facility to remain accessible to the community out of school hours.	

3.2	<p>Budget Update & Financial Summary (including Reserve Fund figures)* JS handed to FC to provide Board with overview of finance position to date. Discussion included explanation of reserve fund spending requirements as well as possible measures to promote understanding of how voluntary contributions are spent at the school.</p>	
3.3	<p>2018 Budget – Board to endorse The School Board endorses the current 2018 Budget as tabled. Moved: Fiona Cocks Seconded: Caleb Jones <u>Carried</u></p>	
3.4	<p>Board to note Funding Agreement as attachment to Delivery & Performance Agreement (DPA) JS advised that a new DPA has just been released and will be put forward for review at the next Board meeting.</p> <p>The Funding Agreement was signed by Jodii Giannas before she ended her role as Board Chair. It remained for the Board to note that this had taken place, and is now so noted.</p>	
3.5	<p>2017 Annual Report – Board to endorse</p> <p>Based on electronic responses, the following motion was carried on 12th April 2018:</p> <p><i>Motion:</i> The Board endorses the 2017 Financial Summary, as tabled at the meeting of 27th March 2018.</p> <p>Moved: Julie Simpfendorfer Seconded: Fiona Cocks <u>Carried</u></p> <p>JS went through key points and answered questions about the 2017 Annual Report which had been distributed electronically for preview.</p> <p><i>Motion:</i> The Board endorses the 2017 Annual Report.</p> <p>Moved: Fiona Cocks Seconded: Caleb Jones <u>Carried</u></p>	
3.5	<p>Business Plan Review JS will give an update at next meeting.</p>	
4.0	Board Governance	
4.1	<p>Board Meetings for 2018 Meeting days and times were discussed and it was agreed to continue with 5pm Wednesday Board meetings. The next Board meeting will be held on the 27th June at 5.00pm. At that meeting the dates for Term Three Board Meetings will be set.</p>	
4.2	<p>Board Representation – Elect Chair Fiona Cocks indicated her willingness to stand as Chair of the NPS School Board. <i>Motion:</i> Fiona Cocks be appointed Chair of Nedlands Primary School Board. Moved: Julie Simpfendorfer Seconded: Renu Sahai <u>Carried</u></p>	
4.3	<p>Review Upcoming Calendar Items All items for May have been completed. At next meeting consider date for Open Board Meeting.</p>	
5.0	Sub-Committees - Memberships	
5.1	<p>Community Planning Sub-committee Members: Russell Bembridge. Nedlands Council proposal with State Government.</p>	

5.2	<p>Well-being Sub-committee Members: Caleb Jones, Jodii Giannas, Kirsty Walker. Daryl Morris-Hall to become a member of this sub-committee. Met two weeks ago. Committed to delivery of information sessions alternating with Kids & Technology seminars. Developing a seminar to address the wider area of family support with focus on managing and helping family in times of stress incorporating simple stress-busting strategies Facilitated by Jodii and Kirsty. CJ will liaise with Sandy Cottam to book a date for this seminar in Week 8.</p> <p>Daryl Morris-Hall is the school's teacher leader for well-being and this committee will also liaise with her.</p> <p><i>Motion:</i> The Board endorses the workshop on managing stress to be held this term as a part of the Parent Seminar Series in Week 8. Moved: Caleb Jones Seconded: Julie Simpfendorfer <u>Carried</u></p> <p>The committee is also drafting a proposal for a 3-year well-being plan for the school, starting with the staff. This will be brought to the next Board meeting.</p>	Caleb Jones
5.3	<p>Parent Seminar Series – Kids & Technologies Sub-committee This sub-committee currently has no members. Sally Brauer indicated her willingness to take on this responsibility. The Board members were happy to endorse Sally as the Board member co-ordinating this sub-committee.</p>	Chair
5.4	<p>Communication Sub-committee Members: Julie Simpfendorfer, Russell Bembridge. Student reports will be going out on Connect this year. Feedback and access will be monitored. Overall, Connect is going well. Working well in classrooms.</p>	Chair
5.5	<p>Finance Sub-committee Members: Fiona Cocks, Russell Bembridge Fiona would like Richard Tucker to join and will have a chat to him about this. If he agrees to join this sub-committee, Fiona would be happy to withdraw but will see if this is appropriate.</p>	Chair
6.0	<p>Other Actions from Previous Minutes and General Business</p>	
6.1	<p>Submission in Relation to Special Religious Education Jodii Giannas sent an email to the parents who raised this matter with the Board.</p>	
6.2	<p>School Board Development Program – Review & discuss Module 1 JS advised that there is now an option to attend new training but Board members indicated their satisfaction with as process of looking through documents themselves and bringing questions to the group. Board members having reviewed Module 1, JS asked if there were any questions. There were no questions. JS thanked the Board for completing training Module 1. Training Module 2 will be on the Agenda for the next Board meeting.</p>	
6.3	<p>City of Nedlands Draft Local Planning Scheme – Update Now with State Government.</p>	
7.0	<p>P & C Report</p>	
	<p>Sally Brauer gave an update to the Board. It is still hoped that the school canteen will be able to start this year, although it will not be this term.</p>	
8.0	<p>Correspondence - Out</p>	

8.1	Email from Jodii Giannas dated 16May2018 per Agenda Item 6.1, above.	
9.0	Correspondence - In	
	Educational Awards	
10.0	Any Other Business	
10.1	Community Board Representative, Lihong Shi, asked if a classroom could be made available to accommodate an after-school Chinese Language class: JS invited Lihong to contact her to discuss.	
11.0	Next Board Meeting	
11.1	Next Board Meeting: 27 th June at 5.00pm.	
12.0	Meeting Close & Next Meeting Agenda	
12.1	The meeting closed at 7.07pm	
12.2	<p>Agenda for Next Board Meeting</p> <p>Welcome & Apologies Minutes of Previous Meeting Principal's Report and Financial Summary Board Governance- Board Self-Review – Review collated feedback & develop action plan Review Upcoming Calendar Items</p> <p>Business Plan Update Sub-Committee Reports Other Actions from Previous Minutes & General Business School Board Development Program – Review & discuss Module 2 City of Nedlands Draft Local Planning Scheme – update BYoD Survey Review Updated Terms of Reference</p> <p>Correspondence In/Out Any Other Business</p>	

Fiona Cocks, Board Chair _____