

SCHOOL BOARD MEETING MINUTES

Conference Room, Yokine Primary School



DATE:	28 th March 2019	CHAIRPERSON:	Mr Ewen Ong
TIME:	6:00pm	EXECUTIVE OFFICER:	H Pynes

ATTENDEES:	E Ong, J Hirsch, I Awidi, N Matthews, T Candy, N Chauhan, L Manning
APOLOGIES	Nikki George, Louise Brewster

	ITEM	LED BY	DISCUSSION CONSIDERATIONS	ACTION & TIMELINE
1.0	Welcome / Apologies	Chair		
				Establish quorum
2.0	Disclosure of Interests			
3.1	Acceptance & Endorsement of Previous Minutes	Chair		
	<ul style="list-style-type: none"> • Minutes from 28th February 2019 presented for discussion and endorsement 			<ul style="list-style-type: none"> • Endorsed Moved – I Awidi Seconded –N Chauhan
3.2	Business Arising from Previous Meeting	Chair		
4.0	Principal's Report	Principal		
	<ul style="list-style-type: none"> • Tabled by Ms Jenny Hirsch for information 		<ul style="list-style-type: none"> • Numbers have stabilised after census • Student Services Team to address Board in future regarding their role. Involved with supporting students – wrap around model ie team approach, external agencies • Curriculum - Operational Plans in development 	

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			<ul style="list-style-type: none"> • Funding agreement confirmed • Colour Run – successful • Parent-Teacher Meetings very successful • Family <i>meet and greet</i> next Friday • Annual School Report is in progress • Let's Take a Stand Together – <i>good standing</i> policy to be developed; addresses violence in the school eg student-student, student-staff; what constitutes good standing? How do you regain it? For how long? Looking for consistency across our school network. • P&C subcommittee to begin work on YPS 60th birthday celebrations 	
5.0	Financial Position & Reports			
	<ul style="list-style-type: none"> • Manager Corporate Services Report 	MCS	<ul style="list-style-type: none"> • Question as to whether variances to be noted in future • Reports are system generated • Windows 10 upgrade continuing across the school • Computer Lab desktops lease expires at the end of the year • Need to explore IT options moving forward • There is a small buffer in budget • Large variance – increased Community Events budget for the 60th birthday, to assist P&C by providing deposits – to be reimbursed • Kosy Kids in breach of agreement – administrative irregularities, care of children not compromised, 6 monthly lease in case the school needs the area • Redage Basketball <p>Financial reports submitted by M Vandenhelm – MCS</p> <ul style="list-style-type: none"> – Operational One Line Budget Statement –End of 2018 – Operational Cash Plan – 2018 Minimum Expenditure requirement – 2019 Preliminary Cash Budget (for endorsement) 	<ul style="list-style-type: none"> • Endorsement of school book supplier - Ziggys Moved: T Candy Seconded: N Matthews Passed unanimously • Endorsement of Preliminary Budget Moved: T Candy Seconded: I Awidi Passed unanimously • Endorsement of Funding Agreement Moved: N Chauhan Seconded: T Candy Passed unanimously • Endorsement of Leases as per MCS report

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			<ul style="list-style-type: none"> - MCS report - Minutes of Yokine Finance Committee tabled 	<p>Moved: L Manning Seconded: T Candy Passed unanimously</p>
6.0	School Board Operational Aspects			
	<ul style="list-style-type: none"> • Membership of Board • Induction of Board Members – training needs • Executive Officer – Vacancy for 2019 		<ul style="list-style-type: none"> • L Manning & N Matthews tenure has ended • B Gannon’s position to be filled - Board vacancies arising in 2019 include 2 staff and 1 parent representative. Recommend that nominations be called for and if required the school will conduct on-line election process, as per 2018 process. - Training for school board members across the Mt Lawley Schools Network. Confirmed date: Wednesday 29th May @ 6:30pm, Venue: TBC - Ms Rachel Wenham has accepted offer to fill the position of Executive Officer and will commence in Term 2. 	<ul style="list-style-type: none"> • SB to send congratulatory card to B Gannon (JH) • Principal to call for nominations in liaison with Chair • If election needed, it will be done electronically. • EOI for Vice-Chair position • JH to send Outlook invitation for SB training
7.0	Strategic Directions			
	<ul style="list-style-type: none"> • Policy Review & Updates 		<ul style="list-style-type: none"> • Ensure that good standing policy embedded in existing behaviour policies; there is a Department directive regarding violence in schools • There have been suspensions at YPS for deliberate physical contact, school works with families to ensure student is supported on re-entry. • Loss of good standing will affect non-essential school events eg camp; not to do with uniform or attendance at YPS, it’s to do with behaviour • Focus on how to regain good standing • There needs to be a clear and accountable process communicated to the school community - Behaviour Management in Schools – <i>Inclusion of Good Standing.</i> 	

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			Seek input from Board in relation to possible contextual considerations and parental perspective. – Operational Plans – consideration given to inviting school leaders to provide brief overview to the Board in relation to these	
8.0	General Business			
	<ul style="list-style-type: none">• Items not listed, raised for discussion (with permission of Chair)			
9.0	Next Meeting:		Thursday 6th June @ 6:00pm	Meeting Closed: 7:30pm

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