

SCHOOL BOARD MEETING MINUTES
Thursday 15th March 2018 6:00pm
 Conference Room, Yokine Primary School



1.0	Welcome and overview of agenda	ACTIONS
	<p>Meeting open: 15/03/2018 at 6:03pm</p> <p>Chair: Brad Gannon</p> <p>Present: Jenny Hirsch, Helen Pynes, Isaiah Awidi, Nikki George, Naomi Matthews, E-Wen Ong, Niketan Chauhan Quorum established.</p> <p>Apologies: Sandra Moulton, Lorraine Manning</p>	
2.0	Acceptance & endorsement of previous minutes	
	The Board endorsed the minutes of the previous meeting held on 16 November 2017 as complete and accurate.	Moved: B. Gannon Unanimously accepted
3.0	Business arising from previous minutes	
	<ul style="list-style-type: none"> - Welcome to Jenny Hirsch as new Principal - Fathering project on hold due to a cost of \$400 that has come to light to initiate the program which was not originally highlighted 	
4.0	Principal's report	
	<ul style="list-style-type: none"> - Census 2018: Growth in enrolments may open consideration for a new Kindergarten class - Digital technology: Congratulations to be organised on behalf of the Board for Paul Butlers' nomination for Teachers Can Code professional learning program - Home-School communications: Inconsistent use of mediums for home school communications between year groups, classes and teachers. Recommendation to standardise communication platforms and provide digital offering 	<p>Action:</p> <ul style="list-style-type: none"> a.) Analyse current state of home-school communication mediums actively being used b.) Recommend standardised platform(s) across school for home-school communications <p>Who: Jenny Hirsch How: Circular email When: TBA</p>

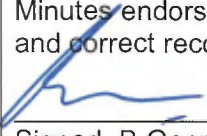
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5.0	Finance report	
	<ul style="list-style-type: none"> - Preliminary budget endorsed by board 	<p>Action:</p> <ul style="list-style-type: none"> a.) Visibility of 2017 budgets to be included in current years' budget (2018) for comparison <p>Who: Michelle Vandenhelm How: Circular email When: TBA</p>
6.0	Review of Terms of Reference (TOR)	
	<ul style="list-style-type: none"> - Terms of reference to remain unchanged as agreed by board - Board agrees to review and ratify code of conduct for Board members (as face of Yokine Primary) - Section 6 of TOR require review of staff and board member tenure. Potential for new members to join board before end of term - Board members to be assigned badges, representative of School Board membership (face of the board). Board members to also provide profile (i.e. avatar and brief) for website and newsletters, to coincide with new members coming on board - 	<p>Action:</p> <ul style="list-style-type: none"> a.) Jenny to review staff representatives as part of section 6 of TOR b.) Brad will engage Sandra regarding tenure to run and advertising for P&C representative c.) Board members who have not done so to provide avatar and brief to Helen Pynes d.) Board members to review example of Code of Conduct and provide any feedback/inclusions in preparation for next meeting to ratify <p>When: By end of term</p>
7.0	2018 Operation of Board	
	<ul style="list-style-type: none"> - Board agreed to hold over discussion on meeting format and schedule, board tasks and actions, and school policy to the next meeting to coincide with potential new members - Proposed date amendments for 2018: Term 4: Agreed by Board to change from Week 6 to Week 3 (25th October 2018) and Week 8 (29th November 2018) - Consideration for Executive Officer: Board agreed to benefit of having an executive officer at no extra FTE cost to take minutes and provide explanatory notes on budget, however, executive officer for consideration can only support on certain days. If a suitable day is identified, Board members are to approve moving Board meetings to specified day 	<p>Action:</p> <ul style="list-style-type: none"> a.) Jenny to liaise with Michelle to identify a suitable day to take part in board meetings b.) Jenny to circulate recommended day to Board members

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		for consideration When: By end of term
8.0	General Business	
	<ul style="list-style-type: none"> - School saver scheme: Board agreed to put the school saver scheme on School newsletter for parents and circulate on website for exposure - Parking: Parking options to be workshopped/problem solved at another time. Consideration for an ad-hoc meeting to be 	
9.0	Next meeting	
	Term 2 Week 6 Thursday 7 th June 2018	Minutes endorsed as a true and correct record  Signed- B Gannon (Chair) 19.03.18

