



## MINUTES – Board Meeting 29 MAY 2019

<b>Subject:</b>	Schools Board Meeting		
<b>Time:</b>	7.00pm – 9.08pm		
<b>Date:</b>	29 May 2019		
<b>Location:</b>	Mount Hawthorn Primary School Conference Room		
<b>Chair:</b>	Dale Mackesey & John Siamos	<b>Scribe:</b>	Katharine Nash
<b>Attendees:</b>	John Siamos (Board Chair), Dale Mackesey (Principal MHPS), Lorena Rock (Acting Principal MHPS), Alison Harman (Principal ESC), Tracy Denham, Amanda Derbyshire, Larissa Fraser, Sarah Kalebic, Marlene Kornides, Ailsa Moore, Katharine Nash, Emily Reeve, Callie Spencer, Kaye Ward, Scott Yelland		
<b>Guests:</b>	Vicki Roberts		
<b>Apologies:</b>	Jools Spon-Smith		
<b>Approved by:</b>			
<b>Signed by:</b>	John Siamos, Board Chair		

Time	Item	Recommendations	Summary of discussion	Actions
7.00pm	<b>Election of Officer Positions</b>	-	<p>John Siamos nominated for Board Chair position. Approved.</p> <p>Katharine Nash nominated for Board Secretary position. Approved.</p> <p>Welcome to new Board members and thanks extended to those who attended the in-house Module 1 Board Training prior to Board meeting.</p> <p>Reminder of Code of Conduct, and expectation that Board communicates externally as a unified voice.</p> <p>Acknowledged minutes of 13 March 2019 meeting were endorsed electronically.</p> <p>Confirmed that Funding Agreements for Schools 2019 for MHPS and MHESC were shared and members notified on 22 May 2019</p> <p><i>Correspondence:</i> (In) Minister Ellery re Inner City College naming. (Out) Letters to Scott Bywaters and Catrina Campbell-Fraser re Board resignation.</p>	-

7:07pm	<p><b>Principals Reports - School and Financial</b></p>		<p><b>ESC Report and Financial Summary:</b>  <i>Report circulated and reviewed in advance by Board members.</i> General information provided on: (1) Rat infestation underneath defunct water storage tank; (2) Ceilings internal to ESC main building sagging and required repair.</p> <p>Financial Summary discussion highlighted that there is a sizeable variance between income and expenditure to account for forthcoming water tank removal, classroom painting, <i>Soft Fall</i> play surface replacement and installation of an in-ground trampoline. Additionally, a new part time teacher has been allocated. ESC informs Board that it is donating funds to the “Kiss and Ride” and “Outside Classroom” capital projects.</p> <p><b>MHPS Report and Financial Summary:</b>  <i>Report circulated and reviewed in advance by Board members.</i> General information provided: (1) Principals’ priorities include: Updates to Business Plan and Communication Charter; Review and revision of major policies; (2) Update on job-sharing the Principal role: DM away from MHPS 8-10 hours/week; MHPS operation remains priority; reallocation of accountabilities allows for development of aspirants; (3) Video shared on Education Department’s focus on Performance Management and Distributed Leadership, and building the capacity and culture to support performance.</p> <p>Financial Summary discussion highlights that there is limited variance between income and expenditure streams. Capital projects have been identified and costs will be covered from monies in Reserves account. Where possible, infrastructure faults will be paid for and repaired by Department of Education; ongoing maintenance will be paid for by MHPS.</p>	<p><b>Action 1:</b> Recommend letter from Board to ESC Principal highlighting OHS urgency associated with rat infestation and tank removal.</p> <p><b>Action 2:</b> Recommend letter from Board to Perisse Pitsikas offering support.</p> <p><b>Action 3:</b> Policies for review will be prioritised and allocated to Sub-Committees for appraisal and revision over a 10 week period.</p>
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7:35pm	Sub Committee Reports		<p><b>Leadership:</b>  <i>Meeting notes circulated and reviewed in advance by Board members.</i> Highlights: Discussed in MHPS Principal's Report; Provided status update on Business Plan update.</p> <p><b>Teaching &amp; Learning:</b>  <i>Meeting notes circulated and reviewed in advance by Board members.</i> Highlights: Recognised NAPLAN administered successfully; Acknowledged the school community broadly for supporting NAPLAN; Bright Path academic tracking methodology and results presented; Reviewed the various math competitions on offer (Have Sum Fun, Maths Olympiad, Tournament of the Minds); Discussed resourcing and coaching for math competitions</p> <p><b>Learning Environment:</b>  <i>Meeting notes circulated and reviewed in advance by Board members.</i> Highlights: Recommended that Board endorses existing Behaviour Policy and supports the creation of a parent-friendly summary document; Informed that a "Good Standing" policy is required as an amendment to Behaviour Management policy; Advised that PEAC testing for academic extension programmes may be suspended;</p> <p><b>Relationships:</b>  <i>Meeting notes circulated and reviewed in advance by Board members.</i> Highlights: Confirmed that Book List supplier's contract will be extended for an additional 2 year term; Highlighted future initiatives to enhance connections to Aboriginal culture.</p>	<p><b>Action 4:</b> Updated Business Plan to be circulated in near future and Board members to review and provide feedback.</p> <p><b>Action 5:</b> Recommend letter from Board to Jane Gillies acknowledging successful administration of NAPLAN.</p> <p><b>Action 6:</b> Leverage SchoolLINK to identify parents to coach math competitions.</p>
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8:35pm	<b>P&amp;C Update</b>		<p>Update provided on P&amp;C Activity. Highlights: Phase 1 of Pre-primary play equipment installed; Phase 2 which includes forts is forthcoming; Outdoor Classroom is envisioned for 2020; Discussion on insuring Band Camp participants and chaperones: P&amp;C will coordinate the insurance and parents will underwrite the cost.</p>	
8:45pm	<b>General Business</b>		<p>Board advised that a letter may be forthcoming from a MHPS parent regarding the health impact of 5G on students; MHPS’s response to date has to be align with Department of Education’s advice.</p> <p>Board approves a Letter of Appreciation to Jane Gillies for coordinating NAPLAN testing.</p> <p>Commendation Scheme process reviewed and Board informed that commendations may be issued throughout academic year.</p>	
9:00pm	<b>Summary of meeting / Board reflection</b>		<p>Board informed that the standard at the recent Year 6 speaking competition was high and Board members are encouraged to volunteer as judges in subsequent years.</p>	
9.08pm	<b>Meeting Close</b>	-	<p>Next Board Meetings will be on 21 August 2019 and 13 November.</p>	

