


MINUTES – Board Meeting 04 MARCH 2020

Subject:	Schools Board Meeting		
Time:	7.00pm – 8.37pm		
Date:	04 March 2020		
Location:	Mount Hawthorn Primary School Conference Room		
Chair:	John Siamos	Scribe:	Katharine Nash
Attendees:	John Siamos (Board Chair), Dale Mackesey (Principal MHPS), Lorena Rock (Acting Principal MHPS), Alison Harman (Principal ESC), Tracy Denham, Marlene Kornides, Shoni Lewis, Katharine Nash, Tom Norman, Emily Reeve, Cailie Spencer, Jools Spon-Smith, Kaye Ward, Scott Yelland, Jasmine Abramo		
Guests:	Ailsa Moore		
Apologies:	-		
Approved by:	Cailie Spencer, Emily Reeve		
Signed by:			John Siamos, Board Chair

Time	Item	Summary of discussion	Actions and Approvals
7.00 pm	Welcome to New Member	<p>Acknowledged that the Board Meeting Minutes of 13 November 2019 were endorsed via electronic communication.</p> <p>Summarised outgoing correspondence to John Carey, Member for Perth, regarding election funding commitment for kindergarten infrastructure.</p> <p>Reviewed proposed amendment to Business Plan's Introduction to acknowledge the traditional custodians of the land.</p>	Approved: Amendment to Business Plan's Introduction

7:10am	<p>Principals' Reports - School and Financial</p>	<p>MHESC Principal Report and Financial Summary: <i>Report circulated and reviewed in advance by Board members.</i> General information provided: (1) ESC and MHPS student buddy interactions have been especially positive, and extend to play in the playground; (2) Outdoor Classroom progress is hampered by the availability of The Department of Education's (DoE) <i>Programme</i> staff. MHPS Principal suggested that MHPS register displeasure with the cost and time of <i>Programme</i>-facilitated projects, and propose that MHPS seek permission to construct independently of <i>Programme</i> given that the capability and funding exists internally, and compliance to standards will be assured.</p> <p>Financial Summary is subject to final Student Centred Funding amounts provided in mid-March. Enrolment is 24 following the departure of 2 students in Term 1. Sizeable budget surplus allows for the employment of additional Educational Assistants, construction of the bus shelter and Outdoor Classroom. MHESC will consider collaborating with MHPS in advertising and recruiting Educational Assistants.</p>	<p>Action 1: Board Chair to be briefed by ESC on Outdoor Classroom project. <i>(John Siamos, Alison Harman, Ailsa Moore)</i></p> <p>Action 2: Board Chair to write letter to Jay Pickett of xxx to register displeasure with <i>Programme</i>. <i>(John Siamos)</i></p> <p>Approved: MHESC Annual Report 2019. <i>(Katharine Nash, John Siamos)</i></p> <p>Approved: MHESC Budget 2020.</p>
--------	--	---	--

MHPS Principal Report and Financial Summary:

Report circulated and reviewed in advance by Board members.

Principal reports that information will be circulated on 05 March 2020 regarding the Coronavirus. All information will be consistent with the Department of Health and Department of Education's recommendations. Students and staff have been reminded of basic hygiene protocols.

General discussion on the following topics -

- (1) Class Sizes: All classes are compliant with the exception of Pre-primary. To address this, an additional 0.6 teacher has been allocated to the Pre-primary classrooms. This teacher rotates between the classrooms, conducts "On Entry" testing, and supports *differentiated teaching* by providing the classroom teacher with cover to provide enrichment and extension to select students. In Years 5 and 6, an additional 0.6 teacher has been allocated which enables subject rotations for students. The Principal is confident that student-centred funding requirements are exceeded, and that teachers have been part of the decision-making process.
- (2) Operational Plans: The Board's Sub-committees' Operational Plans are in the process of revision and will be the focus of the Sub-committees work plan.
- (3) Year 4 Tablets: Tablets for Year 4 students will be considered for implementation in Term 3 of 2021 following consultation with parents.

Principal provided general overview of 2020 budget and financial standing. Student-centred funding is \$7.5M with 94% allocated to salaries and 6% to operating expenses. This compares favourably with historic allocations, and other schools' allocation which is generally 90% to salaries. Voluntary contributions are approximately 80%, which is lower than the historic average. Principal acknowledges that the school is adequately resourced. Principal recognises the over-sized contribution of the ESC to capital projects on campus. Principal notes that the Annual Report reflects the breadth of MHPS.

Approved: MHPS Budget 2020.
(John Siamos, Kaye Ward)

Approved: MHPS Annual Report 2019, with inclusion of financial metrics.
(Kaye Ward, Lorena Rock)

7.35pm	Sub Committee Reports	<p>Resources: <i>Meeting notes and Operating Plan circulated and reviewed in advance by Board members.</i> Highlights: (1) Sub-committee with MHPS Principal proposes that a \$147,000 Department of Education allocation for car parking be redirected to bore filtration and reticulation. This project is consistent with the school's priorities of cost management in reducing water costs, reduction of maintenance on sprinkler heads, and environmental sustainability. (2) An audit on ICT assets is underway focusing initially on interactive whiteboards and thereafter on tablets. Team intends to develop a replacement plan and a "lease vs own" strategy. Consultations are forthcoming with Bob Hawke College to verify that MHPS is investing in appropriate technology. (3) It was recommended that the Resources and Leadership Sub-committee be divided into two distinct Sub-committees with Leadership meeting once per term and including representation from the P&C and student leadership.</p> <p>Relationships: Highlights: (1) Utilise the <i>schoolLink6016</i> database to locate parents who can contribute articles to the newsletter and contribute to STEM enrichment. (2) Sub-committee goal is to increase the visibility of the second tier of student leadership which includes the AV tech and library monitor. Board members offered suggestions on ways in which to achieve this, including group photo and a feature in the newsletter. Discussion around the procedure to select Student Councillors and Faction Captains, who are self nominated and peer selected.</p> <p>Teaching and Learning: Highlights: (1) Awaiting on receipt of SAIS and On Entry data for analysis which will direct Sub-committee's actions.</p> <p>Learning Environment: Highlights: (1) Working on annual objectives. Discussion on "restorative chats" as a whole school approach to manage conflict.</p>	<p>Approved: Circulate the compulsory School Survey in Week 8 of Term 1.</p>
--------	-----------------------	--	---

8:15pm	P&C Update	<p>No significant update provided by P&C ahead of their first meeting.</p> <p>MHPS Principal advised that the P&C will have greater choice in selecting school projects to fund. Short-listed projects for funding include: Wadjuk murals, STEM resources, upgrade to Scarborough Beach Road entrance, and improvements to the Undercover Area.</p>	
8:20pm	General Business	<p>Board members with terms expiring are Marlene Kornides, Katharine Nash, John Siamos and Kay Ward.</p> <p>Principal reminded the Board that a strong teacher voice on the Board is critical.</p> <p>Procedure regarding Board vacancies was agreed: Communicate to school committee that there are Board vacancies; request that potential nominees contact MHPS Principal and/or Board Chair to review the role; if there are more nominations than vacancies, conduct an election.</p> <p>MHPS Principal informed Board that the Mt Hawthorn Hub has requested support for a permanent stage installed at Braithwaite Park. Given several complicating factors, Board did not commit to providing support.</p> <p>Board member proposed increasing the number of academic awards offered to students.</p>	<p>Approved: Communication of Board vacancies and approximate timeline.</p> <p>Action 3: Finalise communication of Board vacancies and timeline with Vicki Roberts. <i>(John Siamos)</i></p> <p>Action 4: Principal to consult with staff regarding the appropriateness of increasing the number of academic awards. <i>(Dale Mackesey)</i></p>
8.30pm	Summary of meeting / Board reflection	<p>Chair asks members to reflect on their first year of service on the Board, and thanks members for their service.</p>	
8.37pm	Meeting Close	<p>Next Board meetings will be on 27 May, 19 August and 11 November 2020 .</p>	