

**Tuesday 18<sup>th</sup> February 2020**  
**4:45 – 6:00p.m.**  
**Staff Room**

# **School Board**

## **Minutes**



**Attendants:** Rich Harries, Marlize Pretorius, Matt Jakovich, Phil Springett, Debra Bright, Rino Stephens, Lee-Anne Hay, Karen Corby, Janette Hindmarsh, Sue Iskra

**Scribe:** Sue Iskra

**Apologies:** Rita Grant

**Business Arising from previous minutes**  
N/A

**Confirmation of Minutes**

“That the PKPS Board endorse the minutes of the previous meeting, held 26<sup>th</sup> November 2020, as a complete and accurate record”

Moved:            Confirmed:

**Correspondence:**

NIL

Item	Presenter	Summary of Discussion	Actions
<p><b>1. Election of Chair and Secretary</b></p>	<p>Phil</p>	<p><b>Nomination for Chair</b>  Rich Harries appointed unopposed  Nomination Moved: Marlize Seconded: Matt</p> <p><b>Nomination of Secretary</b>  Discussion of appointment of Executive Officer instead of Secretary. Executive Officer holds no voting rights on Board. Agreed that Sue Iskra (acting MCS) would take on the role of Executive Officer</p>	
<p><b>2. PBS Community Expectation Matrix</b></p>	<p>Janette</p>	<p>See handout provided.</p> <p><b>Where to Next</b>  Language must be positive across the Matrix.  Clarify amongst community members.  ‘under this context, under these conditions this is the behaviour expectations’</p> <ol style="list-style-type: none"> <li>1. Vision</li> <li>2. Draft Matrix</li> <li>3. Survey Issues with staff</li> <li>4. Review Draft to see if aligns</li> </ol> <p>Janette to locate samples from other schools for the board to look at.  Formation of sub-committee comprising of Rich, Marlize, Lee-Anne to consult with Janette.</p>	
<p><b>3. Review of Membership</b></p>	<p>Phil/Rich</p>	<p>Vanessa, Karen and Matt are coming to end of 3-year tenure. Karen and Matt have decided not to continue on the Board. Vanessa will recommit for an additional 2 years  Phil has sent out expression of interest.  Need for further parent members.  Marlize is on the board as a community member, however they are also staff so need for the community members to be increased as well.</p>	

<p><b>4. Business Plan</b></p>	<p>Phil</p>	<p>Recap/overview of Business Plan Target 2017-2019.  NAPLAN – Maths of concern – Prime Maths a focus going forwards  Strategic plan documents feeding into Business Plan  Draft Business Plan given to Board Member to look at before next meeting.</p>	
<p><b>5. 2020 Focus Areas</b></p>	<p>Phil</p>	<p>Prime Maths  EDI instruction – group of teachers on EDI team  Engagement norms  Great buy in from staff</p>	
<p><b>6. Principal and Finance Report</b></p>	<p>Phil/Sue</p>	<p>See Handout for <b>Principals report</b></p> <ul style="list-style-type: none"> <li>• New Staff</li> <li>• Initiatives</li> <li>• Community Hub</li> <li>• Parent Survey</li> <li>• Enrolments</li> </ul> <p><b>Preliminary Student Centred Funding 2020</b>  Preliminary figures tabled and Phil took board through funding breakdown</p> <p><b>Finance</b>  Recap of \$52K Minor Work  Staff and west block toilets completed over the holidays, Sue to complete Aquital as required  Addition of EFTPOS machine to admin – should arrive within the next week or so.  Voluntary Contributions 2020  Kindy - 0%  PP - 6%  Primary 1-6 - 4%  Figures fine as is only start of week 3. EFTPOS machine may help to increase payment percentages.</p>	

<p><b>7. Board Self-Assessment</b></p> <p><b>8. ANZAC Song</b></p>	<p>Phil/Rich</p> <p>Matt</p>	<p>6 responses, mostly positive Areas flagged – using data around decision making</p> <p>PBS linked Faction mottos in chorus Re-inforce values Matt presented/performed</p>	
<p>Next Meeting (Open Meeting)</p>		<p>Tuesday 17<sup>th</sup> March 2020</p>	