

Tuesday 16th February 2021
4:30 – 5.45p.m.
Staff Room

School Board

Minutes



Attendants: Rich Harries, Marlize Pretorius, Lee-Anne Hay, Rino Stephens, Vanessa McRae, Rebecca Fall, Phil Springett, Troy Bradfield, Riria Grant,

Scribe: Sue Iskra

Apologies: Deb Bright

Business Arising from previous minutes
N/A

Conflict of Interest Declaration
None Noted

Confirmation of Minutes

“That the PKPS Board endorse the minutes of the previous meeting, held 24th November 2020, as a complete and accurate record”

Moved: Riria Grant

Confirmed: Troy Bradfield

Correspondence:

NIL

Item	Presenter	Summary of Discussion	Actions
<p data-bbox="142 170 653 203">1. Board Chair Nomination/Election</p> <p data-bbox="142 240 617 272">2. Finance and Principal's Report</p>	<p data-bbox="709 170 764 203">Phil</p> <p data-bbox="709 240 831 272">Phil/ Sue</p>	<p data-bbox="861 170 1461 203">Rich Harries nominated and elected unopposed</p> <p data-bbox="861 240 1115 272">Principal's Report</p> <p data-bbox="861 277 1619 310">Start of year went well, after delay with COVID lockdown.</p> <p data-bbox="861 315 1682 380">Two new staff members this year – Georgia Tew Kindy Teacher and Suzanne Waddell new Defence EA.</p> <p data-bbox="861 384 1692 488">AED Census collection towards the end of Term1. Mainly focused around early childhood. Information can be looked at by the board.</p> <p data-bbox="861 493 1675 597">3rd Party Apps Consent – forms have been sent out during first week of term. We have had a high percentage back, office staff are following up.</p> <p data-bbox="861 602 1650 667">New consent form requirement from the department is around protecting student data.</p> <p data-bbox="861 672 1656 737">Troy asked about the launch of a new communications app for parents now that Class Dojo is no longer able to be used.</p> <p data-bbox="861 742 1619 813">Phil assured that there will be communication regarding the new/replacement app asap.</p> <p data-bbox="861 818 1709 883">Rich made comment that the Parent Handbook that went out was a great document.</p> <p data-bbox="861 888 1675 953">PKPS is due for its School Review, Term 1 next year. Will start preparations throughout the year.</p> <p data-bbox="861 958 1696 1143">6 Domains to be addressed, given example, school provides evidence. The panel of three will visit the school and meet with people from the school and community. If positive result of review the new review will take place in three years, if not school will be visited the following year.</p> <p data-bbox="861 1187 1713 1291">Leavers Shirts – received a query regarding the design of the Year 6 Graduation shirts. Phil showed image of the graduation shirt and asked for opinions regarding the design etc.</p> <p data-bbox="861 1295 1654 1360">The board supported the design and asked questions regarding selection and student input.</p> <p data-bbox="861 1404 1619 1508">Enrolments – Friday was Census day, student numbers 396, Kindy – 40 PP - 41</p>	

<p>3. Board Self Assessment</p>	<p>All</p>	<p>Year 1 – 55 Year 2 – 41 Year 3 – 58 Year 4 – 52 Year 5 – 61 Year 6 – 48</p> <p>Numbers declining in the surrounding areas, neighbouring school reported reduction of 30 students, another have to restructure and remove a class. We will look at how to attract new students.</p> <p>Finance Report School Characteristics Funding after Census was shown and discussed. Week 7 – Preliminary Cash budget to be tables and voluntary contribution figures with changes made, has is had any impact in collection rates.</p> <p>Works Completed on Site Remaining Demountables where removed over the Christmas break. Fence and path put in place. Grass and mulch to the area still to be installed. Painting to W block was also completed over the Christmas break, wall and internal and external doors. Costs covered by the department as part of maintenance upgrade. Transportable – install at the back of Stem Room in weeks one and two of this term. Waiting for final sign off. Room to be used by OSH Club. Oval – Council have put in new irrigation system, effectively they will now be watering the whole oval. Thus reducing our stations and water consumption.</p> <p>No major issues raised See attached Powerpoint Question 6 had a 28% medium response. Comments – what is the question really about, subject to interpretation. Can we breakdown question. Phil to ask other Boards as to how to address medium response. Still good</p>	<p>Table – Promoting School – attracting enrolments.</p> <p>Voluntary Contribution collection rate tabled at next meeting.</p> <p>Phil to follow up regarding Question 6 and feedback at next meeting</p>
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<p>4. Terms of Reference</p>	<p>All</p>	<p>percentage.</p> <p>9.2b – referenced as a requirement as per ‘School Compliance Program, Financial Services Department of Education’</p> <p>10.3 – clarity</p> <p>12.7 – 50% opposed to 60%. Reference to Guidelines. Amended to note ‘<i>On the PKPS Board an absolute majority is 6 votes. If only 6 members attend, 6 votes are required to form an absolute majority.</i>’</p> <p>8.3 – School P&C don’t have a guaranteed seat on the board.</p> <p>Riria noted ‘natural justice’ from the Terms of Reference and Code of Conduct. In school boards interest to understand the term. Definition: In English law, natural justice is technical terminology for the rule against bias and the right to a fair hearing. While the term natural justice is often retained as a general concept, it has largely been replaced and extended by the general "duty to act fairly".</p>	<p>Updated Terms of Reference to be sent to all members.</p>
<p>5. Community Matrix</p>	<p>Phil</p>	<p>Looks great and is good to be distributed.</p>	<p>Phil to amend formatting.</p>
<p>6. Other Business</p>	<p>Phil/Rich</p>	<p>Rino Stephens tenure on the board is coming to an end. Position will go out to tender before next meeting. Rino can re nominate. Rino was formally thanked for her contributions by Phil.</p>	<p>Phil to send out an EOI</p>
<p>Next Meeting</p>		<p>Tuesday 16th March 2021</p>	

Rich Harries

Rich Harries
Board Chair

Phillip Springett

Phillip Springett
Principal