

**Tuesday 16<sup>th</sup> March 2021**  
**4:30 – 5.45p.m.**  
**Staff Room**

# **School Board**

## **Minutes**



**Attendants:** Rich Harries, Lee-Anne Hay, Rino Stephens, Vanessa McRae, Rebecca Fall, Phil Springett, Troy Bradfield,

**Scribe:** Vanessa McRae

**Apologies:** Sue Iskra, Marlize Pretorius, Riria Grant

**Business Arising from previous minutes**  
**See below**

**Conflict of Interest Declaration**  
None Noted

**Confirmation of Minutes**

“That the PKPS Board endorse the minutes of the previous meeting, held 16<sup>th</sup> February 2020, as a complete and accurate record”

Moved: Lee-Anne Hay            Confirmed: Rich Harries

**Correspondence:**

Re: Riria’s email  
Clarification around 9.1 and 9.2  
10.2 and 10.3 – agreed to leave it  
10.3 – meetings proceed but no vote  
15.1 Guidelines change board/board  
    Date of most up-to-date copy recorded.

Item	Presenter	Summary of Discussion	Actions
<b>1. Business Arising from previous minutes</b>	Phil	<ul style="list-style-type: none"> <li>a. Voluntary Contributions Collection Rates – as per Phil’s outline. Further details of where contributions have been made will come from Sue.</li> <li>b. Board Self-Assessment (Question 6) – No response as yet</li> <li>c. Update Terms of Reference (as per earlier email)</li> <li>d. Community Matrix – Banners made, one presented for view</li> <li>e. Board Membership – Rino to re-accept</li> </ul>	Sue to provide at next meeting
<b>2. Statement of Expectations</b>	Phil	<p>As per Phil’s discussion</p> <p>For every school, will link well to school review, focused on role of school</p> <p>Good change as new leaders in place</p> <p>The document is revised to remain current</p> <p>Rich and Phil to sign</p>	
<b>3. Parent Meetings Term 2</b>	Phil	<p>Proposal to close early one day in Week 6, Term 2 for a meeting with teachers.</p> <p>School is required to have two meetings re reporting outside of school.</p> <p>If agreed other options will be followed up in term of care options etc</p> <p>Proposed for Tuesday, May 25<sup>th</sup>.</p>	
<b>4. Finance - Preliminary Budget</b>	Phil	<p>Budget presented as per attached</p> <p>Money expected Tuesday 23<sup>rd</sup> March</p> <p>Phil clarified a couple of areas</p> <p>D1105 – Leasing Ipads</p> <p>D1905 – replace interactive whiteboards</p> <p>D2626 – top up Chaplain service to 3 days</p> <p>D2705 – Staff Development</p> <p>D4901 – Graduation shirts (in &amp; out account) on budget but really cost neutral.</p> <p>Priority areas – large funds</p> <p>Warnbro Cell Network – in &amp; out account</p> <p>A couple of other account clarified</p> <p>Need to replace wireless network</p>	

<p><b>5. Code of Conduct</b></p> <p><b>6. Attendance and Behaviour</b></p> <p><b>7. NQS Verification</b></p> <p><b>8. Warnbro SHS Update</b></p> <p><b>9. Principals Report</b></p>	<p>All</p> <p>Phil</p> <p>Phil</p> <p>Debra</p> <p>Phil</p>	<p>Cash budget is fine but nothing to reserve budget as yet because lower student numbers Sue will present what reserve funding will be used for</p> <p>Follow up on absentee numbers for Code of Conduct</p> <p>Phil presented Attendance and Behaviour statistics Compared with PBIS app and looked at various groups</p> <p>Phil shared some of the NQS Framework. We opted for an outside audit of our role. Visitors observe, then write report. Due by end of term. Qual Area 6: meeting standard Qual Area 5: meeting standard Qual Area 3: really good Report will have suggestions for areas for improvement</p> <p>Quiet busy Student numbers in Year 10 increased Student number in year 7 decreased Timetabling issue now as teachers not in the right areas Some returning and regional students ENGAGE pathways may be another reason. Construction and Building area very popular, mainly boys Start to year okay, generally settled well. Primary Schools have begun transition already A lot of students left VET program to move into positions which is very positive ?? reenrolment process LINKS – Literacy/Numeracy possibilities Don't always get a big turnout for Year 6 parents in preparation for Year 7.</p> <p>Mrs Bowes is pregnant – will be out from Term 3 on maternity leave Mr Liddle - will be out soon on parental leave Term 2, 11 weeks – school development day in middle</p>	<p>Sue to present</p>
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<p><b>10. General Business</b></p>		<p>Rebecca Hanson working with Curtin on Explicit Teaching Hope to show some more of this next meeting.</p> <p>Midn Marr coming to perform on Friday for Harmony Day 10-12 performers</p> <p>Lots of Socks on April 1<sup>st</sup></p> <p>Food Allergies (Troy) Suggest Nathan Simms come to talk through this Are canteen aware Attendance – are we encouraging people to attend sick by encouraging 100% Re look at parent permissions to see about use of photos Will be digital forms from now on</p>	
<p>Next Meeting</p>		<p>Tuesday 4<sup>th</sup> May 2021</p>	

*Rich Harries*

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Rich Harries  
Board Chair

*Phillip Springett*

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Phillip Springett  
Principal