

School Board Meeting Minutes Kardinya Primary School

DATE:	7 August 2023	CHAIR PERSON:	Tegan McNab
TIME:	6:30pm Meeting Room	MINUTE SECRETARY:	Amanda Stolk

ATTENDEES:	Mel Clark, Kate Robinson, Ruth Gomez, Tegan McNab, Naomi Allison, Fiona Anderson, Craig Wallace, Asiri Perera, Shaan Pawley, Shaila Noronha, Warren King, Sarah-Jane Mercier via phone
APOLOGIES:	Sian Angel

ITEM REF	ITEM	LED BY	DISCUSSION / PROGRESS REPORT	ACTION & TIMELINE
1.0	Welcome and acknowledge traditional owners	Board Chair	TM welcomed everyone to the meeting and was pleased to acknowledge the Traditional Owners of the land.	
2.0	Disclosure of Interest	Board Chair	NA	
3.0	Apologies/Absences	Board Chair	Apologies: Please see above.	
4.0	Minutes of Previous Meeting 12 th June 2023	Board Chair	<p>Minutes we previously circulated on email. TM asked for any feedback.</p> <p>TM mentioned that the P&C update will be next meeting.</p> <p><i>Motion: The School Board accept the minutes of the School Board Meeting 12th June 2023 as true & accurate record.</i></p> <p><u>Moved:</u> Asiri <u>Seconded:</u> Craig <u>Carried</u></p>	TM
5.0	Agenda			
5.1	Principal's Report	Principal	<ul style="list-style-type: none"> MC informed the Board about the Data Club and how teaching staff are using this data from Elastik. MC gave a brief overview and explained what Elastik is. Staff have given good feedback about the data. 	

			<ul style="list-style-type: none"> • SDD Frank Pansini from the Leadership Institute came to the school and presented to staff about Teacher for Impact. The Department has produced a document on a How to Teach in Classrooms. This is the first time the Department has produced anything like this. This will help in how we teach a whole school belief in teaching and learning. We are still developing this process. • Public School Review is in February 2024 and MC spoke about how this will work. A brief discussion had about this review and how staff are implementing the procedures to make compliance. • KPS is band 2 – means good students and good cliental. We are below/behind expected standard (benchmark) with like schools. • PEAC testing happened for year 4. • There was a new bike path laid in ECE. • New gardens have been planted throughout the school. • Science build – possibly the room near the library, this hasn't been finalized yet. Staff get to choose the furniture etc for the fit out. This room will need to be used by the whole school so furniture and equipment needs to be fitted so it is suitable for all ages. • The school is an old school and there are a lot of things that need to be fixed or replaced but this issue is funding. MC spoke to Kim Giddens (Local Member) about these issues and MC is trying to see if she can come onto the Board as a Co-Opted member. • MC spoke about staffing for next year and there are a few staff that will not be returning in 2024. • MC explained how hard it is to get teachers and the department has changed how this process is done. • MC discussed enrolment for next year and our numbers are increasing. • There needs to be an open board meeting term 4 and need to have 14 days notice. 	MC & TM
5.2	Finances	Principal	<ul style="list-style-type: none"> • TM asked a few questions about the budget. • MC said that wages are the biggest part of the budget • No red flags for the budget and this is monitored closely. • Staffing will be affected by the budget with the structure of the school. Making sure that class sizes stay to limits. 	
5.3	Engagement and Communications Committee	Principal	<ul style="list-style-type: none"> • Last day of term 2 was the last day for the Engagement survey. • Have had a few people respond to say they would like to be on this committee 	

			<ul style="list-style-type: none"> Board Training Summarise Naplan Data Fees and Voluntary charges endorsed Board Self-Assessment – MC to send out prior to meeting Board nominations and elections 	TM MC MC MC MC, TM & AS
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NEXT MEETING:	Monday 4 th September 2023	MEETING CLOSED:	8.05pm	SIGNED:	<i>Tegan McNab</i>	4 th September 2023
					CHAIRPERSON	DATE

Action Summary

Item No.	Description	To be actioned by:
4.0 & 5.4	P&C update	TM
5.3	Engagement and Communications Committee update	MC
5.3	Open Board Meeting	MC & TM
7.0	School Review progress	MC
	Health & Wellbeing Policy	MC
	PBS behaviour	MC & KR
	CAD update	AS
	Sensory Room	NA
	Board Training	TM
	Naplan Data summary	MC
	Fees and Voluntary charges	MC
	Board Self-Assessment – MC to send out prior to meeting	MC
	Board nominations and elections	MC, TM & AS