

Minutes of meeting No 8, Tuesday 21st November, 2023

ATTENDEES: Jenni Hess – JH (Board Chair), Robert Marshall - RM (Principal), , Sophie Macqueen – SM, Candice Glass - CG (Staff), Maryann Tsai – MT, Criz Manai – CF, Jaylene Flynn – JF, Safiyah Abdul Aziz – SA, (Community)

Priority	1.0	Welcome and apologies	ACTIONS
	1.1	Opening and welcome: The meeting was opened by the JH (Board Chair), at 1.32pm with a formal acknowledgement of country.	
	1.2	Apologies: Louise McCague, Jo Laufer, Pascal Elahi, Josh Honsa	
	1.3	Confirmation of agenda: Confirmed.	
2.0		Disclosure of interest	
	2.1	Nil	
3.0		Minutes of previous meeting	
	3.1	Review minutes of previous Meeting No. 7 - Attachment 1: MT – Moved SM – Seconded	Approved
	3.2	Actions arising from the Meeting No. 7 Nil	
4.0		Principal's Report	
	4.1	<p>RM presented his Principal's Report.</p> <ul style="list-style-type: none"> • RM thanked the School board for their service and contribution this year. A special thank you to JH, our Board Chair for her service to the school. RM also thanked JF and JL who also will be finishing up this year. • 2024 projected enrolments – 449, class structure is to run 18 classes (2 x kindy, 16 PP – 6). • RM advised of 2024 staffing update. • K-PP professional learning team are finalising the early years learning philosophy. This to be shared with the school community in 2024. • Congratulations to a group of Year 2 students who won the WA Gold Medal for the National History Challenge. • Staff finalising the HOTS new planning material. • School will be running an induction day for new 2024 staff on Monday, 4 December. • The Orientation morning for the 2024 new families was held on Friday 17 November. Thank you to JH for speaking on behalf of the Board. • Student Mental Health & Wellbeing sessions for parents was well received with 41 parents attending these sessions. • Both Awards Assembly and Speech Night to be held on 6th December. • Semester 2 Reports will be distributed via Connect in Week 10. 	

		<ul style="list-style-type: none"> RM personally thanks the Board for all their support throughout the year. 	
5.0 Finance Report			
	5.1	<p>RM presented the Finance Report.</p> <ul style="list-style-type: none"> Volunatry contributions currently at 86.96%. A final reminder request has been distributed. The 2024 Voluntary Contributions and Charges has been distributed through the newsletter and is on the school's website. Personal Requirement Lists have also been sent home with the children and will be put on the school's website. The 2024 Preliminary Budget has been established. 	
6.0 Strategic Plan 2024-2026			
	6.1	<p>RM presented the final draft of the Strategic Plan. RM has received 1 quote. The print run is hoped to be ran by the end of this year or very early next year so a copy can go home with each child and all staff. The Strategic Plan will also be uploaded onto the School's website.</p> <p>Board approved.</p>	Approved
7.0 School Board Elections 2024			
	7.1	<p>As we have Board members finishing up at the end of this year, Board Nominations will be advertised in this weeks newsletter. All Board Nominations will close on the 1st December at 3.00pm. Nomination forms to be collected from the Admin Office.</p>	
8.0 Other Business			
	8.1	<p>CG asked the Board their thoughts on the Newsletter going out less regularly.</p> <p>RM advised the Communication Policy needs to be revised to work out the best way to communicate effectively to the community.</p> <p>SA suggested we put a QR Code up near all classrooms and admin for parents/guardians to click on to view the newsletter whilst waiting for their children.</p>	
9.0 Next Meeting			
	9.1	TBA	
10.0 Rountable evaluation			
11.0 Meeting Close/adjournment			
	11.1	The meeting was then closed by the Board Chair at 2.46pm.	

Signed (Chair)

Date

Signed (Principal)

Date

Priority – For Decision(D), For Action (A), For Information (I)