

# SCHOOL BOARD MINUTES

*Conference Room, Yokine Primary School*

<b>DATE:</b>	Thursday November 30 2023	<b>CHAIRPERSON:</b>	Mr George Lohse	
<b>TIME:</b>	6:00pm	<b>EXECUTIVE OFFICER:</b>		
<b>ATTENDEES:</b>	Emma King, Louise Bowtell, George Lohse (via Teams), Melissa Retallack, Niketan Chauhan,			
<b>APOLOGIES</b>	Murray Dunstan, Jessica Berry, Kaitlyn Mustica, Blair Ranford, Jennifer Hirsch, Kathleen Gianoli,			
TIME	ITEM	LED BY	PURPOSE	ACTION
6.00 pm	<b>1.0 Welcome</b>	Chair	For Noting	
	<ul style="list-style-type: none"> <li>Acknowledgement of Country</li> <li>Open &amp; Welcome</li> <li>Apologies – quorum not achieved so meeting will be limited.</li> </ul>	Quorum not achieved.		
6.05 pm	<b>2.0 Confirmation of Agenda - Disclosure of Interests</b>	Chair	Discussion	
		Vote will be sent out to accept and second		
6.10pm	<b>3.0 Acceptance &amp; Endorsement of Previous Minutes</b>	Chair	Endorse	
	Acceptance & Endorsement of Previous Minutes: <u>26 October 2023</u> Business Arising from Previous Minutes <ul style="list-style-type: none"> <li>School Board Medallion – nomination process</li> <li>School Development Days</li> </ul>	Vote will be sent out to formalise the recipient  School Development Days – email will be sent out regarding options. Week 7 was voted on, but staff raised a concern about the gap between SDDs.		
6.15 pm	<b>4.0 Principal's Report</b>	Principal	Note/Discussion	
	<ul style="list-style-type: none"> <li>Update and general information</li> </ul>	Language Teacher appointment process complete and announcement can be made Tue 5 Dec  Staff farewell morning tea on 8 Dec – several staff leaving.  Class structures are teacher placements for 2024 are still being finalised.  Events – end of year twilight concert, colour run, student nominations complete and badges are ready for collection.		
6.20 pm	<b>5.0 Student and School Performance Data</b>	Staff Rep	Note/Discussion	
	<ul style="list-style-type: none"> <li>Public School Review</li> <li>InitialLit (Kaitlyn)</li> <li>ACER PAT Assessments</li> </ul>	PSR Review report in 2024  PPT – Presentation with Voice Over from Kaitlyn Musitca  ACER PAT carry over to 2024		
6.50pm	<b>6.0 Financial Position &amp; Reports</b>	Principal	Note	
	6.1 <ul style="list-style-type: none"> <li>Preliminary Budget</li> <li>Financial Update – One Line Budget (Salaries &amp; Cash)</li> <li>Minimum Expenditure</li> </ul>	Will be emailed to School Board so that it can be accepted.		
7.00pm	<b>7.0 School Workforce Planning</b>	Chair	Note/Discussion	
	<ul style="list-style-type: none"> <li>Projected student numbers, implications for future planning and workforce management</li> </ul>	Document shared outlining initial planning for 2024 with attendees.		
7.10pm	<b>8.0 Community Engagement and Partnerships</b>			
	<b>8.1 Sub- Committee Input</b>	Chair	Note/Discussion	
	<u>Portfolio Reports:</u>	Carry over to 2024		

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		<ul style="list-style-type: none"> <li>• Finance Committee representative</li> <li>• Grounds &amp; Facilities portfolio</li> <li>• Community Partnerships portfolio:</li> </ul>			
7.20pm	9	<b>General Business</b>	Chair		
		No items - Items not listed, raised for discussion (with permission of Chair)	Nik to be invited to first meeting of 2024 to farewell.		
7.30 pm		<b>Next Meeting:</b>  <b>Meeting Closed: 6:30</b>	Chair	Note	

*Minutes endorsed as a true and correct record:*

\_\_\_\_\_  
Board Chair

29/02/24

\_\_\_\_\_  
Date

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