

SCHOOL BOARD - MEETING 1 AUGUST CONFIRMED MINUTES

Conference Room, Yokine Primary School

DATE:	Thursday 1 August 2024		CHAIRPERSON:	Mr George Lohse	
TIME:	6:15pm		EXECUTIVE OFFICER:		
ATTENDEES:	Emma King, Louise Bowtell, George Lohse, Kaitlyn Mustica, Blair Ranford, Murray Dunstan, Melissa Retallack, Jessica Berry				
APOLOGIES	Nil				
TIME	ITEM		LED BY	PURPOSE	ACTION
6.15 pm	1.0	Welcome	Chair	For Noting	
		<ul style="list-style-type: none"> Acknowledgement of Country Open & Welcome Apologies 		Noted	
	2.0	<ul style="list-style-type: none"> Confirmation of Agenda - Disclosure of Interests 	Chair	Discussion	
6.20 pm	3.0	<ul style="list-style-type: none"> Acceptance & Endorsement of Previous Minutes 	Chair	Endorse	
		<ul style="list-style-type: none"> Acceptance & Endorsement of Previous Minutes: <u>6 June 2024</u> Business Arising from Previous Minutes 		Moved: Jessica Berry Second: Melissa Retallack	
6.25 pm	4.0	Principal's Report	Principal	Note/Discussion	
		<ul style="list-style-type: none"> Update and general information 		<ul style="list-style-type: none"> Student numbers: 331 New staff; Jessica Jongen (Rm 11); Elizabeth Emery (Rm 5); Leanne Dominguez (EA); Maria Awidi – relief for Silvana Open night; OSHC providing free coffee truck Book Week parade (Wk 6) Athletics (Wk 8) Zoo excursion (PP – Wk 9) 	
6.30 pm	5.0	Student and School Performance Data	Principal	Note	
		Overview and analysis of student performance data <ul style="list-style-type: none"> DoE performance data - Student Services Data Attendance Data and non academic data 		<ul style="list-style-type: none"> PowerPoints attached Attendance improving 	
6.45pm	6.0	Business Plan	Chair	Note/Discussion	
		School Business Plan 2025-2027 Draft		<ul style="list-style-type: none"> Draft shared as a working document. Reviewed and discussed. 	
7.00pm	7.0	Community Engagement/Partnerships	Chair	Note/Discussion	
		<ul style="list-style-type: none"> Board activity in promoting the school, branding, partnerships and marketing School Open Night 		<ul style="list-style-type: none"> Photos requested; Meet the Board 	
7.05pm	8.0	Sub Committee Input			
		<u>Portfolio Reports:</u> <ul style="list-style-type: none"> Grounds & Facilities portfolio 	Murray	<ul style="list-style-type: none"> Lunch benches installed Fencing for culture garden Tree near main gate being reviewed by arborist Kindy plumbing to be repaired in holidays. 	

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		<ul style="list-style-type: none"> Community Partnerships portfolio Policy & Communication portfolio – item 10.0 	Melissa	<ul style="list-style-type: none"> Server being replaced shortly Universal Access toilet still in negotiation Scitech; raised \$2700 Book drive currently on going. 54 sold of 200ish Free dress day \$253 P&C will endorse letter to go to local govt re: support funding toilets Healthy Food and Drink Policy ratified Moved: George Seconded: Melissa
7.15pm pm	9.0	Board Development	Chair	Discussion
		<p>Board Nomination – Parent (Samantha) and Community (Glen) endorsements</p> <p>School Board Self-Assessment</p> <ul style="list-style-type: none"> Board Meetings Responsibility and collective accountability Strategic focus 		<p>Endorsements of Nominations: Samantha: Moved: Blair Second: Murray</p> <p>Sure results: <u>Board Meeting Effectiveness</u> Results noted: Discussion points -Review schedule: update at next school board -Unconfirmed minutes to be uploaded after meeting <u>Strategic Focus</u> Results noted <u>Responsibility and Collective Accountability</u> Results noted</p>
7.25pm pm	10.0	Policies		
		<p>Policies – updates, revisions, development</p> <p>Healthy Eating Policy</p> <p>Attendance – Extended leave letter tbc</p>		<p>Healthy Eating Policy see 8.0 Moved to next meeting</p>
7.35pm	11.0	General Business	Chair	
		<p>Items not listed, raised for discussion (with permission of Chair)</p>		<p>OSHC discussed; community feedback sought via School Stream: EK to organise.</p> <p>2025 Kindy enrolments – ongoing and letters of offer</p> <p>Meet and Greet – Newsletter entries; Next meeting moved to Wednesday 4th September for OPEN MEETING</p>
7.40pm	13.0	<p>Next Meeting: <u>Wednesday September 4th 2024</u></p> <p>Meeting Closed: 7: 39</p>	Chair	Note

Minutes endorsed as a true and correct record:

Board Chair

06/07/24

Date

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