



SCHOOLS BOARD MEETING

MINUTES – 20 May 2015

Present: Dale Mackesey, Alison Harman, Michael Jenkin, Lorena Rock, Jane Gillies, Shari McKeown, Scott Bywaters, Alex Castle, Kaye Ward, John Siamos and Edward Greaves

Chair: Michael Jenkin

Apologies: Kimberley Mann and Vicki Roberts

Scribe: Michael Jenkin

Meeting opened: 1903 hours

Meeting closed: 2031 hours

Next Meeting: 19 Aug 15

Agenda Item	Details / Discussion	Notes
<p>1. Welcome & Previous Minutes</p> <p><i>Dale / Alison</i></p>	<p>1.1 Welcome: Michael opened the meeting at 1903 hours and welcomed Board members. Apologies were noted from Vicki and Kimberley.</p> <p>1.2 Minutes of Last Meeting: it was moved Jane seconded Ed that the minutes of the Board meeting held on 11 March 2015 be accepted as correct.</p> <p>1.3 Business Arising from previous minutes: no business arising – to be covered by Agenda.</p> <p>1.4 Correspondence:</p> <p>In: 17 Apr 15: State Teachers' Union of WA - Invite to "Putting Our Kids First – The Next Step" Out: Nil</p>	<p>1.1 Apologies noted.</p> <p>1.2 Minutes of the meeting 11 Mar 15 accepted as correct.</p> <p>1.3 Noted.</p> <p>1.4 Noted.</p>
<p>2. Principals' Finance Reports</p> <p><i>Alison / Dale</i></p>	<p>2.1 Alison tabled the latest ESC Financial Summary dated April 2015. Alison pointed out a "variance" (ie: surplus) of \$288,351. Part of this amount will put into various Reserve accounts (computers, furniture etc) and some will be used to purchase additional Education Assistant time. Several Board members asked Alison how the "variance" was monitored and Alison explained the process.</p> <p>2.2 Dale tabled the latest MHPS Financial Summary dated April 2015. Dale noted a variance of \$171,855. Of this, \$76,000 has been allocated to extra staff time (Library/support; Education Assistant and Front office). The variance will be monitored during next term. Scott asked about how Reserve Funds are recorded and monitored by the School and Dale explained how the this process worked and showed the Board a document in which the various Reserve funds were recorded. Lorena noted that it was time to review potential booklist suppliers for 2016. John volunteered to work with Lorena on this review.</p>	<p>2.1 The ESC Financial Summary was noted.</p> <p>2.2 The MHPS Financial Summary was noted. John volunteered to assist with the Booklist supplier review.</p>

<p>3. Principals' Reports</p> <p><i>Alison / Dale</i></p>	<p>3.1 ESC: Alison delivered her Principal's Report. The current ESC enrolment is 30 students with 9 students in the Early Intervention program. A tree has been planted next to the ESC and looks great. Reticulation has been installed.</p> <p>3.2 MHPS: Dale tabled his Principal's Report. He highlighted the school's plans in regards to "Success for all Students" and "Distinctive Schools" – and noted that progress on these items will be reported on at future Board meetings. Dale noted that \$25,000 has been allocated to replace old air conditioners and the school is on the Department's "roof replacement program" and as and when funding is allocated to that program.</p> <p>Dale noted the terrific support being provided to the school by the P & C. Latest projects include: backdrops and shade for the new Undercover area and AFL goals for the oval. Suggestions for additional projects will be sought from Year 6 students.</p>	<p>3.1 Alison's report was noted.</p> <p>3.2 Dale's report was noted.</p>
<p>4. 2015 – 2018 Business Plans</p> <p><i>Alison / Dale</i></p>	<p>4.1 ESC: Alison tabled the ESC Business Plan which has been in the Dropbox for several months. Alex is finalising the format and "look" of the plan to align it with the MHPS Business plan. Scott suggested that the dot-points in the plan relating to the cluster be enhanced to make it clear what the objectives of the plan are. Scott will provide Alison with some suggested words.</p> <p>4.2 MHPS: Dale tabled the final draft of the MHPS Business Plan. Prior to the meeting, various Board members provided Alex with feedback which she has incorporated into the tabled draft.</p> <p>Edward suggested that the dot-point about the cluster on page 8 be amended to more explicitly state that the objective is to maintain and enhance the cluster. Edward also suggested that page numbers be included. Alex will take both of these comments on board when she prepares the draft for printing. The dates of the plan will be 2015 – 2017. Dale acknowledged the hard work of Lorena and Alex on the Business Plan and the Board congratulated them both.</p>	<p>4.1 Noted.</p> <p>4.2 Noted.</p>
<p>5. Business Plan 2015</p> <p><i>Dale</i></p>	<p>5. In Kimberley's absence, Dale noted that at subsequent Board meetings, sections of the Business Plan will be reviewed. In this way, over a 12-month period, all sections of the Business Plan will have been addressed.</p>	<p>5. Noted.</p>

<p>6. Building Update</p> <p><i>Dale</i></p>	<p>6. Michael noted that the original idea of using the Lesser Hall at the Mount Hawthorn Community Centre had proved problematic because of the unexpected number of current users and the anticipated difficulty in getting all of them to voluntarily relocate. Attention has thus shifted to the Department's plans for a "build" on the site, possibly in 2016/2017. Dale noted that a meeting will be arranged with Milan Trifunovic from Central Office to discuss future building plans at the campus and possible transportable requirements for 2016.</p>	<p>6. Michael will report back to Board members on the outcome of this meeting.</p>
<p>7. P&C Update</p> <p><i>Alex</i></p>	<p>7. Alex noted that given this is a Fair year, the P & C is not planning to conduct any major fundraising events - although the usual social events (ie: Film Night, Quiz Night and Disco) have/will be conducted. The Fair will be held on 07 Nov 15. Shari noted that classes had provided quotes about their respective stalls and that Shari will report back to the P & C meeting next week. P & C support of various projects including the AFL goal posts, Undercover backdrops etc was noted. The P & C stall at the recent Mount Hawthorn Street Festival was very successful and raised \$1,400. Alex noted that a new phone/computer App called "QKR" will be introduced for online payments. The App has the capacity to enable both the Schools and the P & C to use the same service with parents accessing the service via a single "front end".</p>	<p>7. Noted.</p>
<p>8. Surveys</p> <p><i>Dale/Alex</i></p>	<p>8. 2015 National Opinion Survey: Dale suggested (and after discussion the Board agreed) that this survey (which is a departmental requirement) be conducted at the end of Term 3. Feedback can then be provided to the Board and should be useful in terms of the school review. Additional "short" surveys will be conducted as required.</p>	<p>8. The Board agreed with Dale's suggested timing for the National Opinion Survey.</p>
<p>9. Policy Review</p> <p><i>Jane</i></p>	<p>9. Jane advised that she and Kaye have reviewed existing MHPS policies. These have been categorised and entered into a spreadsheet. The next step is for the Board's Policy Committee to finalise a timetable for relevant policies to be reviewed by the Board. Alison will forward a list of ESC policies to Jane so that these can be included in the Spreadsheet. Some of the policies in the spreadsheet are mandatory departmental policies and therefore not subject to Board review.</p>	<p>9. The Policy Committee will meet to consider the written direction and develop the review timetable.</p>
<p>10. General Business</p> <p><i>All</i></p>	<p>10.1 Traffic signs: Alex advised that it is likely that funding will be available for the installation of an electronic speed warning sign on Scarborough Beach Road.</p> <p>10.2 There was no further general business and so Michael thanked Board members for their contributions and closed the meeting at 2031 hours. Next meeting: 19 Aug 15.</p>	<p>10.1 Noted.</p>