



WEST LEEDERVILLE  
PRIMARY

# Board minutes

July 24, 2018





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<b>Subject:</b>	<b>West Leederville Primary School Board Meeting</b>
<b>Time:</b>	6.pm to 7.15pm
<b>Date:</b>	July 24, 2018
<b>Location:</b>	Staff room
<b>Chair:</b>	Andrew Porter
<b>Apologies:</b>	Nicole Addison (NA), Barry Harvie (BH), Mark Etherington (ME)
<b>Attendees:</b>	Fiona Kelly (FK), Ryan Hathrill( RH), Michael McInerhoney (MM), Shelley Thompson (ST), Tahnee Davies (TD), Aine Sommerfield (AS), Lisa Wade (LW)

Time	Item and summary of discussion	Actions
<b>6.05pm</b>	<b>Welcome</b> Meeting was opened at 6.05pm. AP welcomed all to meeting	N/A
<b>6.08pm</b>	<b>Confirmation of agenda</b> All agreed <b>Disclosure of interest</b> None	
<b>6.08pm</b>	<b>Minutes of previous meeting</b> Motion that the minutes from the meeting held on June 12, 2018 are a true and accurate record. MM moved motion. SH seconded	Minutes accepted by all present.
<b>6.10pm</b>	<b>Associated action items</b> <ul style="list-style-type: none"> <li>Board training module 3</li> </ul> -Board discussed process of the development of Business Plan. -Early contribution from Board to planning for next Business Plan. -Stability considered to be the key in developing the Business Plan. Second layer is operational and implementation is where changes can occur.	Link to Module 4 to be emailed to Board. RG
<b>6.22pm</b>	<b>Priority Item</b> <ul style="list-style-type: none"> <li>School Survey</li> </ul> - Staff, student and parent surveys are held every 2 years. Some elements cannot be changed as they are set by the DoE. -Additional items on last survey were developed by members on WLPS Board to reflect current issues at the time. -Data from last survey was discussed at staff meeting and Board meeting and various actions were implemented as a result. -Suggestion that survey go out after Open Night. -Current areas identified which could be included on survey; online NAPLAN testing, increasing cultural or indigenous awareness in school and sustainability.	Board members to email suggestions of issues and new initiatives to be added to survey to SH & MMc by 31 <sup>st</sup> July.  2016 results to be emailed to Board. SH  Draft forwarded to Board members on 3 <sup>rd</sup> August.  Survey out in week 7

	<p>-Timeline put forward for developing questions for next survey as listed in Actions. Survey to be overseen by SH &amp; MMc.</p>	<p>corresponding with newsletter.</p> <p>Survey will run from week 7 to week 9.</p> <p>Request P&amp;C to sponsor a prize for completing survey. LW</p>
6.50pm	<p><b>Correspondence</b></p> <p>Nil received.</p>	
6.50pm	<p><b>Principal's report</b></p>	<p>Noted by Board</p>
6.50pm	<p><b>School finances</b></p> <p>Cash report and One Line Budget Statement circulated to Board prior to meeting. No queries.</p>	<p>Noted by Board</p>
6.52pm	<p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>Community Member Barry Harvie Tenure General consensus that BH is valuable member of Board and important to have member of community represented.</li> </ul>	
6.55pm	<ul style="list-style-type: none"> <li>Principal Secondment -FK has been seconded to be a Director, Public School Accountability for 6 months. FK indicated that it was a difficult decision to make but would ultimately benefit the school.</li> <li>-Strength of the leadership team at WLPS allows for void to be filled internally. Good succession plans are in place.</li> <li>-FK and LW will meet with the Regional Executive Director next week.</li> <li>-Board's role is to communicate the current situation of the 6 month secondment to the school community. Parents are to be made aware that although there has been a change in principal, there is no change in management and processes are in place to ensure there is minimal disruption to school. Student learning should not be disrupted.</li> <li>-LW has had handover from FK and will be leading independently with full delegation. Collaborative leadership ensures that the overall vision will continue.</li> </ul> <p>MMc &amp; LW will pass on information at P&amp;C.</p>	
7.15pm	<ul style="list-style-type: none"> <li>P&amp;C Roster AP volunteered to attend P&amp;C meeting.</li> <li>Partnership with new Inner City Secondary School -FK has made contact with Mr John Burke, the newly appointed Principal at Inner City Secondary School to be constructed at Subiaco. JB is keen to partner with WLPS around K to 12 school concept. Use of Subiaco oval is an exciting aspect of a partnership.</li> <li>-LW and FK will continue to liaise.</li> <li>-JB would like to come and meet with WLPS parents, possibly at a P&amp;C meeting.</li> </ul>	<p>AP will attend next P&amp;C meeting to represent Board.</p>

	<ul style="list-style-type: none"> <li>• New School Councils and Boards website</li> </ul> <p>-There is a new website on public domain with regards to school councils and boards.  <a href="https://www.education.wa.edu.au/school-councils-boards">https://www.education.wa.edu.au/school-councils-boards</a></p> <p>-The Terms of Reference for school boards has changed. Our current T of R will need to cross referenced with the new to incorporate changes.</p> <p>-One change noted is that the Board is no longer required to endorse school budget but to note instead.</p> <p>- A link to the mandatory screening for new Board members is also on the web page</p>	<p>Link to new website to be emailed to Board.          RG</p>
<p><b>7.30pm</b></p>	<p><b>Next meeting</b></p> <p>The next meeting of the board will be on August 28<sup>th</sup>, 2018.</p> <p>Meeting closed at 7.30pm</p>	

**Signed:**

Principal: \_\_\_\_\_  
 Fiona Kelly

Chair: \_\_\_\_\_  
 Andrew Porter

Date: \_\_\_\_\_

Date: \_\_\_\_\_

