



School Board Meeting Minutes
Venue - Staffroom
October 19 2021
5.30 – 6.30pm

Agenda Item	Discussions	Actions
1. Welcome and Apologies – John 2. Confirmation of Agenda - John 3. Acknowledgement of Country – John	Present: Denise Jeffs (DJ), Martin Strong (MS), Ludwig Ablana (LA), Jade Kingston (JK), Andrew Sutherland (AS), John Trend (JT), Nicholas Raffan (NR), Peter Gilchrist (PG), Sherydne Sawyer (SS), Felice Byatt (FB), Paula Mildenhall (PM) Apologies: Michael Bramwell (MB)	
Mindfulness 5 minutes –Denise		
Confirmation and any actions arising from Previous Minutes – John Review previous Minutes - Any actions/outcomes? – Correspondence in –	John- amendment done, Kids Co feedback very positive, negotiation with 40 000 was successful, for transparency, agenda to be published on the website but needs to clarify what consultation means Minutes approved, from Nick and Felice	



<p>Priority Items A Public School Review (Denise)</p> <ul style="list-style-type: none">- Denise will go through the report plus staff reflections on domains and ideas for Action Plan- 6 Domains- Commendations- Recommendations- 2 Domains Relationships and Partnerships / Leadership to be addressed via an Action Plan by Term 3 2022- Other 4 domains Term 3 2024- School Board reflections, input, questions	<p>School Review</p> <ul style="list-style-type: none">· School review is a validation of what was submitted· Overview of the report was discussed· DJ collecting evidence of staff consultation· DJ assures Board that once Action Plan has been created, the school will commit to it with the guidance of North Metro Director of Education· DJ has included when admin is out in the staff term planner (based on staff feedback)· We will focus on Relationships and Partnerships and Leadership but we will still collect evidence for the other domains· Action Plan to be finished the in the next couple of weeks· School Review to be shared to the public tomorrow· Staff commendations and recommendations discussed (refer to notes)· Change Management – DJ clarified that the focus of change management is the WHY. Why are we implementing this change?· For Relationships and Partnerships, are all changes discussed at the Board level? Is there transparency?	<p>DJ to collate all responses and Board Feedback into SMART goals and a clear plan of action.</p> <p>This will be presented to School Board and staff before Denise meets with Jo Harris, Director of Education.</p>
--	---	---



	<ul style="list-style-type: none"> · How can we streamline communication? What is in our communication policy? · Giving voice to the parents by being transparent with agenda of meetings · Should the board have its own email address that the parents can contact? · Investigate Facebook Page for Inglewood? · DJ to explain to community the action plan together with the school review · DJ to compile individual comments from board members and will be discussed in the next Board Informal Gathering (Week 5 Wednesday) – DJ to create the draft plan · Ensure that there are two board meetings per term 	
<p>Priority Item B – Denise</p> <ul style="list-style-type: none"> - Personal Items List and Contributions and Charges to be endorsed by School Board for 2022 – Denise - P&C Levy added to Personal Items List - be endorsed 	<ul style="list-style-type: none"> · P and C levy increased for 2022 because there was no fundraising · It is important that the reason behind it be communicated, change management (Is it a one big spend?) · Fundraising is part of the school culture – PG · Levy increase might be a bit too high especially if parents are already active with the fundraising · There is a need to get from P and C the reason why levy is increased 	<p>DJ to get approval via email and then inform P&C of Outcome.</p>

Inglewood Primary School

34 Normanby Road Inglewood WA 6052 T +618 9370 2900
 E Inglewood.PS@education.wa.edu.au W inglewood.wa.edu.au



	<ul style="list-style-type: none"> · DJ to send a survey for Board Approval <p>Jem Plaisted</p> <ul style="list-style-type: none"> · A lot of people have been attending the events but it's the same people · Simon has researched and looked at the other schools · It is purely voluntary and is okay to opt out · Do events with minimum effort, maximum gain and connection · With amount of communication, it's easier to put it into the Personal Items List 	
<p>Priority Item C – Martin</p> <ul style="list-style-type: none"> - NAPLAN Overview 2021 - Martin will present a summary of data to be discussed in more depth at future meetings 	<p>NAPLAN discussion to be discussed in the Open Meeting</p>	
<p>Reports and Operational Matters – Denise</p> <ul style="list-style-type: none"> - Principal's Report - Finances 	<p>Report handed out</p>	
<p>Other Business – John</p> <ul style="list-style-type: none"> - Any other business arising today? 		
<p>Next Board meeting – TBC Open meeting? Dinner?</p>	<p>Date of next meeting and Open Meeting TBC. Meeting closed at 7.05pm</p>	<p>Dates TBC</p>

Signed Board Chair

Date 15 October 2021