

**KPS School Board
Minutes - Meeting 2, Term 2
Tuesday 15th June 2022**

Item	Description	Action / Who
1.0	<p>Welcome and Acknowledgement of Country</p> <p>Deb welcomed all Board members, including new members George Roberio, Barbara Duggan and Louise Holding.</p> <p>Deb acknowledged the Whadjuck Noongar Land on which the meeting was taking place.</p>	Deb
2.0	<p>Apologies</p> <p>Leonie Clelland, Stella Thompson, Janelle Burston</p>	Deb
3.0	<p>Minutes from the previous meeting and Business Arising</p> <p>Minutes from meeting of 10th May 2022 and 22nd March 2022 were reviewed and accepted.</p> <p>Proposed: Louise Hogan Seconded: Scott MacKenzie</p> <p>Business Arising</p> <p><u>Board Membership</u> – Josh Catalano is resigning from the Board as he is moving overseas as of July 2022. The Community and P&C roles are still to be filled. New parent representatives are George Roberio, Barbara Duggan and Louise Holding. Three positions required filling, 3 nominations received.</p> <p>Proposed: Connor Campbell Seconded: Reece Young</p> <p><u>Board Bios & Headshots</u> – All Board members are reminded to please provide a short bio and headshot for inclusion on the School website.</p> <p><u>National School Satisfaction Survey</u> – Board members suggested the following topics for inclusion in the Survey: Communication, ATSI engagement, Grounds & Facilities, 3rd Party Service providers (eg OSH and Canteen, before & after school sports provision)</p>	All

<p>4.0</p>	<p>Financial Reporting</p> <p>Minutes from Finance Committee meetings dated 30th March and 1st June 2022 were presented, along with financial reports as at 13th June 2022.</p> <p>Key items for noting:</p> <ul style="list-style-type: none"> - \$210k transferred from Salaries to Cash to assist with Operational budget spending - Main focus of spending is on grounds & facilities, renewal of the English readers and Maths equipment - Science grant (\$40k) to be spent by end of June - A term deposit will be established – details to be provided next meeting. <p>Reece asked how the school financial position was tracking, given there was a significant surplus in 2021. Ilona confirmed it was on track, additional spending on grounds and facilities were taking place, as well as additional investment in teaching and learning resources and IT equipment. We are still waiting for the School Psych and Chaplain positions to be filled – <i>Leonie to provide an update. School Psychologist has taken LSL before resigning. To date no replacement has been sourced. Discussions are ongoing with Lead School Psychologist. After meeting with region's Lead School Psychologist, the vacant position will be advertised hopefully later this week. School Chaplain position is a YouthCare appointment, not a school appointment and they have not been able to source anyone. Will follow up again.</i></p> <p>Dustin asked the impact COVID had had on staffing – both from a financial and wellbeing perspective. Connor confirmed that sourcing relief had been very difficult – and at times classes were collapsed into other rooms, some teachers had lost DOTT time, and the Leadership Team had been back in the classroom teaching. Liz commented that teachers had very much stepped up to ensure the best for the kids.</p> <p>The Board discussed potential ways of recognising and thanking the teachers in recognition for their effort and extra workload during COVID. A formal vote of thanks will be recorded in the minutes from the Board, and Reece will propose the P&C consider additional measures.</p> <p><i>The Karrinyup Primary School Board formally acknowledges and sincerely thanks the staff of Karrinyup Primary School for the</i></p>	<p>Sophie & Ilona</p> <p>Leonie</p> <p>Reece</p>
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	<p>additional effort and support provided to all students and parents during COVID times.</p> <p>Proposed: Dustin Bope Seconded: Louise Holding</p> <p>Post meeting note: Deb (Chair) will provide an email to be sent to all teachers on behalf of the Board thanking them for their efforts and support.</p>	<p>Deb</p>
<p>5.0</p>	<p>Principals Report</p> <p>In Leonie's absence – the Principal update was provided by Connor.</p> <p><u>Reporting</u> – Due to the pressures of COVID, the Director General has agreed that schools can limit comments provided in Semester 1 school reports to grades and a general comment only. There will be no specific comments for learning areas. Sophie to confirm with Leonie that parents will be advised this prior to reports being sent out. Connor confirmed parent / teacher meetings will still occur for any parents who wish to discuss their child's performance in depth. <i>Connor sent a parent communication on Thursday afternoon which Leonie edited before hand.</i></p> <p><u>National School Satisfaction Survey</u> – Leonie has been in contact with School Performance Branch as the current available templates are 20/21. "I've been told these can be used for 2022. So will I use the template as a basis allowing for comparable data to be collected as well as add context specific questions. Last survey was done in 2020. These will be ready for distribution in week 1 of term 3 for parents, staff and Year 5/6 students. The student survey is only designed for Years 5 & 6 in primary schools."</p> <p><u>Retirement</u> - Lyn Hogan's official retirement function is Thursday 16th June 2022. 49 years in public education, 34 at Karrinyup PS.</p> <p><u>Website</u> – Currently being reviewed and updated. Main changes to date include updating operational information (canteen, staffing etc), expanded Board and P&C pages. Still to come and staff and Board member headshots, additional information around PBS, curriculum areas, technology and communication. Reece asked about the Business Plan – if it needs updating. Sophie and Connor thought it had been postponed because of COVID workloads. <i>To be confirmed by Leonie.</i></p>	<p>Leonie</p> <p>Sophie / Leonie</p> <p>Leonie</p>

	<i>As discussed and minuted in previous Board Meetings, the development of a new Business Plan was on hold. This was then reinforced by the Director General that schools could delay BP development due to Covid related workload.</i>	
6.0	<p>AOB</p> <p>Reece asked if the School has a Bullying Policy, and if this information can be included on the website for parents to access. Connor commented that while bullying isn't outlined specifically, the Positive Behaviour School program encourages certain behaviours rather than focussing on negatives. <i>To be clarified with Leonie.</i></p> <p><i>A PBS team meeting will be called with Bullying addressed.</i></p>	<p>All</p> <p>Leonie</p>
7.0	<p>Meeting Close 7.30pm</p> <p>Next Meeting 6.30pm Tuesday 2nd August 2022</p> <p>Open meeting will be Tuesday 6th September 2022</p>	

