

## Minutes 6 November 2019

<b>Date:</b>	6 November 2019	<b>Chair:</b>	Mrs Laura Gray
<b>Time:</b>	Open @ 3:24pm	<b>Minutes:</b>	Mrs Alison Pinches
<b>Apologies:</b>	Mrs Sandy Regts Mrs Rachael McGregor Mrs Pipi White	<b>In Attendance:</b>	Mrs Elizabeth Wildish Mrs Fiona Grierson Mrs Laura Gray Rev John Taylor Mrs Mariana Terrazas Mrs Kelly Whittle Mrs Lara Meyer-Atkins Mrs Alison Pinches Miss Tayla Scott Mrs Triena Hurihanganui
<b>Item:</b>	<b>Discussion</b>	<b>Speaker</b>	<b>Action/Outcome</b>
1.	Welcome and Apologies	Mrs Gray	Apologies as above. Mrs McGregor thanked the Board for the opportunity to work with them this year and looks forward to continuing in 2020.
2.	Amendments and/or Approval of 4 September Minutes  Matters Arising	Mrs Gray	Moved: Miss Scott Seconded: Mrs whittle Carried  All Matters will be dealt with under General Business
3.	Correspondence In/Out	Mrs Pinches	<u>School Review Report:</u> - will be discussed under General Business <u>ATO:</u> - Single Touch Payroll. NFA <u>WA Canteen Association:</u> - Renewal of Annual Membership (\$90 fee) - Contacted to ask to be removed from data base as we are no longer members (second year). NFA <u>Westpac Bank:</u> - Notification of closure of Yanchep branch - NFA <u>Bankwest:</u>

			<p>- Old P&amp;C account, \$0. NFA</p> <p>Moved: Ms Grierson Seconded: Mrs Hurihanganui Carried</p>
4.	Finance	Mrs Wildish	<p>School Finances reports were presented and discussed. Voluntary Contributions and Charges = 49% Bulk Items = 100%</p> <p>Motion: That the school's financial reports are accepted: Moved: Mrs Terrazas Seconded: Mrs Meyer-Atkins Carried</p>
5.	Fundraising Committee	Mrs Meyer-Atkins	<p>Events for T4, 2019:</p> <ul style="list-style-type: none"> <li>• Disco – 8 Nov</li> <li>• Music of the Night Food – 15 Nov</li> <li>• Graduation Morning tea – 13 December</li> <li>• Staff Appreciation Morning tea TBC</li> </ul>
6.	School Review	Mrs Wildish	<p>Very positive experience and feedback. Process was to review TRPS self-assessment processes. Reviewers impressed by:</p> <ul style="list-style-type: none"> <li>• Amount of data readily available to them</li> <li>• That staff, Board Members and Parents all spoke with a common language and understanding.</li> </ul> <p>School has been graded as "Effective". Report is available on school's website and Schools Online.</p>
7.	Induction for New Board Members	Mrs Gray	<p>Took place on 25 September 2019.</p>
8.	Student Numbers & Staffing	Mrs Wildish	<p>Numbers currently 468. 2020 enrolments are down - Kindy plus 1 other family (3 students). The 2020 budget will be reduced due to the lower student numbers.</p> <p>Five teaching staff are leaving. Currently interviewing for a Teaching Pool to run throughout 2020. Thanks to Mrs Gray and Miss Wildish for their time and input into this process.</p>

			<p>Two Cleaners are leaving – one retiring; one resigning.</p> <p>Thanks to Miss Scott who is leaving for all her hard work and input into the school Board.</p> <p>The Board wish her all the very best in her new job in Geraldton.</p>
9.	2019 Data Days	Mrs Wildish	<p>21 and 22 November.</p> <p>All board Members are welcome to attend – please let Mrs Wildish or Mrs Cockman know ASAP.</p> <p>Rev Taylor recommended that those able to attend should especially if they haven't previously done so as the days (especially Day 1) gives a very good insight into the operation of the school and the important role data plays in planning.</p>
10.	School Development Days 2020	Mrs Wildish	<p>Proposed dates are:</p> <p>Term 1: 27 &amp; 28 Feb  Term 2: 28 Apr, 29 May  Term 3: 20 &amp; 21 Jul  Term 4: 12 &amp; 13 Nov</p> <p>Motion:</p> <p>That the school community continues to work extra time each day to allow for four extra PL days per year.</p> <p>Moved: Rev Taylor  Seconded: Mrs Meyer-Atkins  Carried</p>
<b>NEW BUSINESS</b>			
1.	National Quality Standards Framework	Mrs Wildish	<p>NQS Audit happens annually and covers Kindergarten to Year 2. It is a self-assessment process. TRPS had requested a verifiers visit to ensure we are completing the audit correctly. Positive outcome overall.</p> <p>Thanks to Mrs Nolan and Ms Matthews for their hard work throughout the audit process and especially on the day of the verifiers visit.</p>
2.	Mobile Phones in Schools Policy	Mrs Wildish	<p>In line with the Department of Education mandate re: mobile phones and devices in schools TRPS now has an associate policy. There are no real changes to the current TRPS process. Thank you to Mrs Pinches for her work in writing the policy.</p>

			<p>Motion: That the Mobile Phones in Schools Policy is accepted and will be effective from the start of the 2020 school year. Moved: Mrs Hurihanganui Seconded: Miss Scott Carried</p>
3.	Volunteer Morning Tea	Mrs Wildish	<p>10:15am, Wednesday 4 December. Mrs Wildish and the TRPS staff hope to see Board Members there.</p>
4.	Book Award and Graduation Assemblies	Mrs Wildish	<p>Thursday 12 December (Book Award) Friday 13 December (Yr 6 Graduation) Board Members will have received an invitation to the Graduation but are more than welcome to attend the Book Award Assembly. Rev Taylor will give the Opening Prayer and Mrs Gray the Chair of the Board speech at the Graduation. Thank you in advance for their participation.</p>
5.	Grant For School Improvement	Mrs Wildish	<p>TRPS has received \$52 000 grant from the government to be used towards school improvements. This will pay for approximately 50% of the cost of planned recarpeting the school.</p>
6.	Bravery Award	Mrs Wildish	<p>Jemma Tapper (Yr 6) was recently presented with a St John's Ambulance Bravery Award for saving her father's life. This assembly was filmed by Channel 7 but as yet has not gone to air.</p>
7.	Parent Feedback	Mrs Pinches	<p>Two parents had completed Parent Exit Surveys – all feedback was very positive.</p>
8.	Thank You	Mrs Wildish	<p>Mrs Wildish thanked all board Members for their contribution to our school and for their hard work and input into the School Board. Board members were presented with a small gift in recognition and appreciation of this.</p>
9.	Orange Slip Update	Mrs Pinches	<p>Brief overview given of current Behaviour Expectation Orange Warning Slip process with updates for 2020 highlighted.</p>

10.	Year 6 Update	Mrs Pinches Mrs Wildish	Mrs Wildish has spoken to all Year 6 students regarding expectations for the rest of the year. Several students have not met these expectations and are currently working in other areas of the school.  If students cannot be trusted to follow instructions, they will not attend the end of year Graduation Excursion as this is a Health and safety issue.
11.	2020 Meeting Dates	Mrs Pinches	Meetings will continue to link with school assemblies. Meeting dates are: Term 1: Wednesday 4 March Open meeting Date TBC at first meeting.  Term 2: Wednesday 27 May Wednesday 1 July  Term 3: Wednesday 29 July Wednesday 23 September  Term 4: Wednesday 4 November Wednesday 2 December (TBC)
12.	Funeral Thanks	Rev Taylor	It was so good to see both Admin and Teachers attending the funeral of a school parent last week.
13.	Thank You	Miss Scott	Thank you to all Board Members for their support and opportunities over the past year.
14.	Thank You	Mrs Hurihanganui Mrs Gray	Thank you to all TRPS staff under Mrs Wildish's excellent leadership for all the hard work during 2019 – it is greatly appreciated. Thank you to all Board Members for their ongoing support and input during this year's meetings.
<b>NEXT MEETING:</b>	Wednesday 4 March 2020	<b>MEETING CLOSED:</b>	4:43pm
<b>SIGNED:</b>	Mrs Laura Gray	<b>DATE:</b>	

