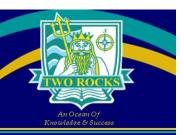
## **Two Rocks Primary School Board**



## MINUTES 10 November 2021

Date:	10 November 2021	Chair:	Mrs Elizabeth Wildish
Time:	3:20pm	Minutes:	Mrs Alison Pinches
Apologies:	Mrs Laura Gray Mrs Mariana Terrazas Mrs Triena Hurihanganui Mrs Pipi White	In Attendance:	Mrs Elizabeth Wildish Mrs Lara Meyer-Atkins Mrs Alison Pinches Mrs Tanya Bell Ms Fiona Grierson Mrs Kerry-Lynn Joubert Rev John Taylor Mrs Rachael McGregor
Item:	<b>Discussion</b> S	peaker	Action/Outcome
1.	Welcome and Napologies	⁄irs Wildish	
2.	Amendments Amendments and/or Approval of 16 June 2021 Matters Arising	⁄Irs Wildish	Moved: Mrs Meyer-Atkins Seconded: Mrs Bell  Carried  All Matters will be dealt with under General Business
3.	Correspondence No.	Ars Pinches	Statement from Westpac Bank – Balance \$0.06c. Letter from Westpac Bank explaining changes to Self Service Cards.  Mrs Pinches has spoken to Westpac Bank on behalf of the Board to try to close the account however cannot do so as she was not a signatory on the account. Investigations into signatories and closing process will continue.  Moved: Mrs Bell Seconded: Rev Taylor Carried

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4.	Finance	Mrs Wildish	Copies of One Line Budget were distributed,
			explained and discussed.
			Moved: Rev Taylor
			Seconded: Mrs Joubert
			Carried
5.	Student Numbers	Mrs Wildish	Possible student numbers for 2022 are 440,
	& Staffing 2021 & 2022		but this figure is not yet confirmed.  Many staffing changes.
	2022		Staff on leave in 2022:
			Ms Wildish (teaching in USA); Miss Wright
			(teaching in Christmas Island); Mr LeLeivre
			(Deputy Principal role South Metro school);
			Mrs Potts and Mrs Herron (Maternity Leave).
			Staff have been appointed to fill these roles.  Mrs Pinches (Deferred Salary from Term 2).
			Returning Staff:
			Mr Bridgeman
			Mrs Regts.
			Staff have been appointed to fill these
			temporary vacancies.
			Associate Principal Role: Expression of Interest
			from TRPS staff. Two applicants, both of a very
			high standard. Panel decided to split role and
			for role to begin at start of 2022 to allow for a handover with Mrs Pinches. Mrs Wagstaff and
			Miss Canning have been appointed to this role.
			Manger Corporate Service: Mrs Summers will
			remain on Long Service Leave during Term 1,
			2022 and has indicated that she is seeking an
			alternative position in another school. Mr Watkins will remain as MSC until at least the
			end of Term 1, 2022.
6.	COVID 19 Update	Mrs Wildish	WA Government mandate for all education
	·		workers on school sites to be fully vaccinated
			prior to start of 2022 school year.
7.	P&C	Mrs Wildish	One short meeting has been held via Zoom,
			very limited notice of meeting given and not
			advertised to whole parent body.  Training was cancelled by WASSCO with no
			new date set.
			Auditor has picked up no bank account details
			or paper trails of monies collected to date
			from membership fees and three school
			Faction Carnival coffee and cake stalls.

NEW BUSINESS					
1.	2022 Board Meeting Dates	Mrs Wildish	Term 1: 2 March & 30 March (AGM) Term 2: 25 May & 22 June  Term 3: 17 August & 14 September  Term 4: 2 November & 30 November  These dates will be added to 2022 Parent Planner.		
2.	Parent Exit Survey	Mrs Pinches	One parent Exit survey received – incredibly positive feedback.		
3.	Swimming 2021	Mrs Wildish	Weeks 5 & 6: Five days' possible change from ten day to five day series of lessons. Four days' notice of confirmation of changes. notice of change. Change impacted hugely on organisational plans at school level. Parents notified and given refunds.  Thanks to Mr Watkins and Mrs Nolan for the fast and efficient work to ensure swimming went ahead.  Weeks 7 & 8: still waiting for notification of any changes. Parents will be notified if a modified plan is needed.		
4.	Artist in Residence	Mrs Wildish	Mr James Giddy has just completed an Artist- in-Residence program with TRPS resulting in two stunning murals linked to the Two Rocks locale to celebrate our 15 <sup>th</sup> year of operation. Thanks to Mrs Wagstaff for organising this program.		
5.	End of Year Assemblies	Mrs Wildish	Book Award Assembles: Wednesday 8 December 9:00am - Transition to Year 1 11:00am - Years 2 - 5.  Graduation Assembly: Thursday 9 December at 9:00am  Board Members will notify Mrs Pinches if they can attend.		

SIGNED:	Mrs Elizabeth Wildish	DATE:	
NEXT MEETING:	Wednesday 2 March 2022	MEETING CLOSED:	5:00pm
			Carried  Ms Grierson signed the Minutes with the Board's approval.
9.	18 August Minutes	Mrs Pinches	Motion: As Mrs Gray was unable to attend today's meeting a vote be taken to sign off the Minutes from the TRPS Board meeting on 18 August 2021 as a true record. Moved: Mrs Pinches Seconded: Rev Taylor
8.	TRPS Board Terms of Reference	Mrs Wildish	The updated Terms of Reference and Code of Conduct for TRPS School Board were presented and discussed.  Motion: The Terms of Reference and Code of Conduct for Board members be accepted by the TRPS School Board.  Moved: Mrs Pinches Seconded: Mrs Bell Carried
7.	NAPLAN and Tell Them From Me (TTFM) Survey Data	Mrs Nolan	Mrs Nolan presented data gained from 2021 NAPLAN results and the annual TTFM Survey of students, staff and parents. This data was first shared with staff on recent Staff Development Day. Only 25 families responded to TTFM survey. All comments raised as part of the survey were discussed by staff and appropriate measures will be taken to address as appropriate. Thank you to Mrs Nolan for her presentation.
6.	Audit	Mrs Wildish	A Department of Education Auditor is currently in school conducting a full audit. So far this has been a positive experience.  The Board will be notified of Audit Findings when the report is available.