



Treendale Primary School IPS Board

Minutes

Meeting No 2/2024
 Meeting Location DOCK
 Meeting Time and date Tuesday 26th March 2024 6.00pm

Initials	Member	Role	Present	Apology
CN	Claire Nicol	Principal (leave)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
KT	Karen Thomson	Manager Corporate Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>
HN	Hollie Norman	Staff Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
JK	Jessica Knight	Staff rep	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CW	Cassie Wilson	Parent Rep	<input type="checkbox"/>	<input checked="" type="checkbox"/>
MR	Michael Rose	Parent Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CM	Chloe McGhie	Parent Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SJ	Suchitra Jones	Parent Rep (Acting Chairperson)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
VH	Vanessa Harrop	Parent Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
LH	Leandra Healy	Parent Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SD	Sophie Dimment	Parent Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
JJ	James Jeffrey	Parent Rep	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Item	Subject	Notes
1	<ul style="list-style-type: none"> SJ opened the meeting at 6.05pm 	
1.1	<ul style="list-style-type: none"> Apologies Claire Nicol (Principal) Karen Thomson (Manager Corporate Services) Jessica Knight ((Staff rep) Cassie Wilson Welcome Lisa Tatham (LT)and Simone Boccia (SB) 	
1.2	Minutes of Previous meeting <ul style="list-style-type: none"> The School Board endorsed the minutes of the meeting on 26 February 2024 as complete and accurate. (Endorsed: MR Seconded: CM) 	
1.3	Matters arising from Previous minutes.	
2.0	Standing items	
2.1	Principals report by SB <ul style="list-style-type: none"> <u>Annual report</u> was emailed and a copy placed in your file. Published in Schools Online, on website, link in newsletter. Where else is it published? Only old reports on the website. <i>KT – has to be ratified by School Board before we can publicly publish .</i> <u>Sunsmart Policy</u> Simone: can we require staff to wear broad-brimmed or bucket hat, change wording to encourage. Rename from Sun protection Policy to Sun protection guidelines. <i>KT- Contacted Cancer Council – it does need to be worded as policy .</i> 	KT:To be published to web page and uploaded to schools online.

	<p>Sunscreen is available in every classroom</p> <p>SJ :Can we have long-sleeved shirts as an option for students?</p> <p><i>KT – The school uniform is not currently under review and is contracted to external suppliers until June 2025. It will be considered as an option moving forward in the next contract.</i></p>	
2.2	<p>Finance and School Governance</p> <ul style="list-style-type: none"> OBI means -One-line budget <p>What does Other revenue refer to? \$16,000? Possibly mental health grant <i>KT: interest on Bank funds</i></p> <p>Reserve funds \$82,000 – cost of extra teacher due to lower student numbers.</p> <p><i>KT; Enrolment number dropped over Xmas break. Students moved school not notified prior. Refer previous minutes.</i></p> <p>Voluntary contributions – is it about 50% of families paid?</p> <p><i>KT: since covid has dropped off and is now approximately 50% of total review is expected.</i></p> <p><u>10 year anniversary</u> Michael: can we plant a tree?</p> <p>KT: Next meeting agenda item to confirm or details:</p> <p>School board tree? Commemorative tree? Where , what size etc?</p>	<p>KT :Added to next agenda for further discussion</p>
3.0	<p>General Business</p>	
	<ul style="list-style-type: none"> <u>Crim Check</u> – ?not allowed to attend a meeting without one. <p><i>KT : direct from webpage : One way we support this is by making sure all employees, pre-service teachers, school council or board members, most volunteers and third-party providers consent to the Nationally Coordinated Criminal History Check (NCCHC) processed by our Screening Unit and receive a screening clearance number before they commence (known as the ‘No Screen, No Start’ policy). No other police clearances will be accepted.</i></p> <ul style="list-style-type: none"> School councils and board training modules Can we get someone to come down to do training? Do we have dates? Not weekends, not Thursdays. Open to other schools as well? <u>Good Governance website</u> – login for training – does this need to be sent out? <p><i>KT: Need screening before we can allocate an EV number for login . Please forward copy of your letter to Karen- Karen.Thomson@education.wa.edu.au</i></p> <ul style="list-style-type: none"> <u>Board member profile</u> page on the website – send link so that everyone can see the style that has been used, put a face to a name, approachable for others <p><i>KT; Meet Our Board - Treendale Primary School (treendaleps.wa.edu.au)</i></p> <ul style="list-style-type: none"> <u>Open board meeting</u> – could it coincide with the Term 3 10 year celebration? Open day? <p>Goal for next meeting to get profiles done, email to Karen for publication.</p> <ul style="list-style-type: none"> <u>Elect school board chair</u>: Suggestion Simone: put in nominations to vote on chair 	<p>KT: Added to next agenda for further discussion and comment</p> <p>KT: Added to next agenda for further discussion and comment</p> <p>KT: Added to next agenda for further discussion and comment</p>

	<p>MR: can we say second meeting in Term 2 we will elect chair?</p> <p>Agreed unanimously .</p> <p><i>KT: SJ to remain acting Chairperson in interim.</i></p> <ul style="list-style-type: none"> Letters for past members and unsuccessful nominees – drafted and sent 	<p>KT: Added to next agenda for further discussion and comment</p>
4.0	Wrap up and achievements	
	MR: Great having a canteen.	
	The meeting was closed by SB at 7.16pm	
	Next meeting 6.00pm on TUESDAY 7 th May 2024.	

These minutes are certified as true and accurate.

 (Acting) School Board Chairperson

 Date