

Attendance	Bronwyn Jones (Principal), Andrew Cody (Chair), Susan Lees, Katja Gvozdenovic, Lara Parsons, Jeremy Hogben, Brendan Joss, Susan Millar, Megan Mehnert, Debb Dellar, Claire Backhouse, Donatella Giansante (Secretary) – Resigned: Nicole Austin, Pharyn Thompson, Mark Thompson
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Item Number	Topic	Discussion / Key Points	Actions / Person Responsible
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1	Welcome (Chair)	Meeting Opening 5.36 The Board pays respect to and acknowledges the traditional custodians of the land on which this meeting takes place, and also pays respect to Elders both past and present.	
2	Apologies (Secretary)	Lara parson	
3	Correspondence (Secretary)		
4	Confirmation of Previous Minutes of meeting held 24 October 2018	Motion: That the minutes as circulated be accepted as an accurate record of the meeting.	First: Claire Backhouse Second: Susan Millar
5	Financial Report	End of 2018 financial position: Met our requirements on the spent. Department unlikely to query spending. Students calculated 426 as census 414 to be adjusted.	
6	Principal's Report	Contribution and charges 70 not 77 % paid	Claire to change totals as do not reflect new costs.



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		<p>Split classes.</p> <p>Numbers helped 2019 to have homogenous classes. Only upper years are split as expected for kids leaving to private schools.</p> <p>Required to leave approx. 4/5 per year group for moving into intake area.</p> <p>Numbers higher in Kindy, facilitated with kids from other areas due to our facilities.</p> <p>From Pre-primary school is obliged to guarantee access until Year 6 graduation.</p> <p>Work with board on communicating to school community the reasoning for class placement. (How the system works, using the database of preferences and consideration of teachers)</p> <p>Evaluating if able to have school class placements sent out to parents through Consent to Go.</p>	
		<p>Bahai options update.</p> <p>Support and continue half hour on Thursday as room available</p>	
		<p>Half day close for parents interviews.</p>	<p>Approved. Andrew to sign off</p>



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		Dept. regulations require school to seek endorsement for half day closed on 10 th April Supervision will be guarantee until 3 pm	
		School Review and Electronic School Assessment Tool.	Bronwyn to present at next meeting
		National School Survey. Be captured in next meeting.	CLOSED
7	Business Plan Review	NA	
8	Business Plan Priority	NA	
9	Data Analysis	NA	
10	P&C Report	Next week to elect their representative.	
11	Other Business	Marketing options and new communication tools school/parents: Class teachers use many apps. Suggest they should be evaluated and verify who owns the information/data and where it is stored and if they are approved by Department (at this stage Dept. has put out no statement) Put forward a proposal on completion of due diligence to	During 2019



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		<p>choose one to communicate with parents.</p> <p>Staff meeting to discuss a proposal/decision</p> <p>Marketing: brochure, etc. potential work for sub committees after internal staff discussion.</p> <p>A communication tool for in our community and out of our community</p> <p>Ideas on how to improve communication and uptake of newsletter. Perhaps the use of video in newsletter will attract attention and could be used to communicate and advertise values.</p> <p>Board to maybe have work group to contribute on script for these video/cartoon clips and messages.</p> <p>Signage to be evaluated.</p> <p>Smart thinking of how many communication tools and which messages to streamline so school is not overloaded with work and community not overloaded with information.</p>	
	Work group	<p>Values Survey: Feedback and final options</p> <p>Referred to next meeting.</p>	<p>Team members Bronwyn, Susan, Andrew, Katja – Jeremy and Brendan volunteering to replace</p> <p>Tuesday 26th February at 5 pm.</p>



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		Start time of Board Meeting; Wait for new members to vote.	Postponed to next meeting
		Farewell/welcome dinner; Option to organize again with catering. Proposed Wednesday week 9 - 3 rd April. Jeremy to renominate. Put out 2 different forms on 1 year and 2 years, for parents. Induction for new members. Board induction in Vic Park school at the end of February. Ok for Bronwyn to provide induction, proposed before next meeting. Asking leaving members a few words to pass to Bronwyn to include in newsletter. Claire to step in as Secretary.	Brendan to organize. Bronwyn to update nomination form
		Bronwyn asked Andrew to sign two Deed of licence forms on behalf of Board: After school classes on STEM classes &	Andrew to sign

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		Tennis classes. Chess club not running anymore.	
	New year resolution	Andrew. What would we like to plan back for this year. Bronwyn : following Values and Mottos (together we achieve, Play the game) as extension of values. Opportunity to further discuss in line with Values and how to use the motto to be shared and boost. Evaluate to remove or change in line with impact on uniforms. No need to change the banksia.	Values Subcommittee to look at and report back with recommendations
12	Board Meeting Reflection (Self-nominated)	Thanks to all leaving members. Susan one more year	
13	Meeting Closed		



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KPS Board Meetings 2019

Term 1	Term 2	Term 3	Term 4
20- February	15 May	7 August	30 October
03 - April	26 June	18 September	11 December

Annual Open Meeting	
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