

## MLPS Board Meeting Minutes

<b>Time:</b>	5.30pm - 7.30pm
<b>Date:</b>	21 March 2024
<b>Location:</b>	MLPS Staffroom

Attendees	
<b>Staff Members:</b> Jared Lawson, Acting Principal (JL) Lesa Mileto (LM) Christine Ashkenazy (CA) Alison Hawkesford (AH)	
<b>Parent/Community Members:</b> Sian Zador (SZ) (Chair) Catherine Pearce (CP) (Secretary) Mandy Greenman (MG) Saul Karnovsky (SK) Nathan Curnow (NC)	
<b>Co-opted non-voting members:</b> none	
<b>Observers:</b> none	
<b>Presenters/Others:</b> none	

Item	Actions
<b>1. Welcome, Introductions &amp; Apologies</b>	
The meeting was opened by SZ at 5.34pm. NC not yet present, but there being not less than 60% of members present in person, a quorum was formed.	Nil
<b>2. Acknowledgement of Country</b>	
JL completed Acknowledgement of Country.	Next Acknowledgement of Country will be Christine Ashkenazy
<b>3. Disclosure of Interests</b>	
Nil	Nil
<b>4. Minutes of Previous Meeting</b>	
The minutes of the meeting on 22.02.2024 were accepted by MG and seconded by JL and approved.	CP to send signed minutes to Shannon Gunning to upload to MLPS website
<b>5. Action Register – Discussion</b>	
[NC arrived 5.40pm] See Action Register for updates.	See Action Register
<b>6. Board Chair Report</b>	
Shortlisted applicants for Principal position did a written assessment, four applicants completed an additional face-to-face assessment. A recommendation report provided to the Director General and the announcement of the new Principal is expected prior to the start of Term 2.	Nil

Item	Actions
<b>7. Finance Report</b>	
<p>Confirmation that the budget will be finalised on 26 March when the Preliminary Budget will become operational. The Finance Committee approved the Preliminary Budget, LM presented the Preliminary One-Line budget of \$5.695m to the Board for noting. Minutes from Finance Committee Meeting included in Connect folder. Introduction to School Finance resource available at the MLPS library.</p>	<p>Nil</p>
<b>8. Principal's Report</b>	
<ul style="list-style-type: none"> <li>• Canteen to open 4 days/week (M, Tu, Th, F) from May.</li> <li>• Short and busy first term – CMS PL, Year 1 bike education, School Fete, completed on-entry for all PP students, NAPLAN years 3 &amp; 5 went smoothly.</li> <li>• Public School Review planned for Term 3 – student leaders, teachers, Board members will be involved. Reviewers will be looking at: <ul style="list-style-type: none"> <li>- How is the school going?</li> <li>- How do we know?</li> <li>- How will we improve?</li> </ul> </li> <li>• The media has reported possible industrial action in early Term 2. [6.30pm AH left the meeting]</li> </ul>	<p>Nil</p>
<b>9. Board and community</b>	
<p>Board focus for 2024:</p> <ul style="list-style-type: none"> <li>• Board visibility – encouraged parent reps to contact Board members, general agreement that Facebook page updates on the Board members throughout the year was useful.</li> </ul>	<p>Facebook page updates on Board members with photos. Coordinator for these TBC.</p>
<b>10. Policy Reviews</b>	
<p>Risks for schools include strategic, reputational, compliance and operating risks. The School Board is not involved in managing school-based operational risks, but informed of significant risks. The Board plays a role where operational risk meets strategic or reputational risk and where there is a risk to delivering the School's business plan. Board feedback to inform school policy development, review and change may also be beneficial. The following policies were discussed as being beneficial for the Board to review in the coming year:</p> <ul style="list-style-type: none"> <li>• Homework Policy – proposed for review on the basis of the volume of parent feedback and enquiries received. The Board's input would be beneficial due to the strategic nature and reputational risk due to consistency and communication across other schools. There was discussion of the potential for homework to be communicated more flexibly and with balance. Parents/guardians should contact their classroom teachers in the first instance for any queries about homework. There is no Department of Education policy on homework. SK provided research papers on Connect in relation to homework for the Board's consideration.</li> <li>• Behaviour Policy – there has been significant change to the Department Policy with a more explicit focus on positive behaviour support and restorative practices. Student behaviour has been a relevant theme of MLPS's improvement journey so this policy would be relevant to review in the coming year.</li> </ul>	<p>Board members to review papers on Connect in relation to homework for discussion at future meeting (allow additional 15 minutes for this agenda item).</p>

Item	Actions
<ul style="list-style-type: none"> <li>Media and external communications &amp; risk and crisis management – clear framework and structure for communications exists.</li> <li>Uniform – SZ to follow up with Uniform Shop regarding any specific feedback on uniforms.</li> </ul>	
<b>11. Annual Report</b>	
<ul style="list-style-type: none"> <li>Draft report in meeting folder for review</li> <li>Thank you to Jared Lawson and Sandra Martin for the immense work involved to draft this report. Board report to be added.</li> <li>The Board discussed some general feedback to present the report with a more positive tone, highlighting the school's successes, perhaps using content from the Banksia Yearbook to demonstrate the values of Inspire, Create and Celebrate.</li> <li>The Department's requirements for the annual report must meet four requirements:               <ol style="list-style-type: none"> <li>Progress against identified priorities (eg, business plan)</li> <li>Contextualised information about student achievement</li> <li>Funding accountability</li> <li>Parent, student and teacher satisfaction</li> </ol> </li> </ul>	<p>JL to update the school's Annual Report.</p>
<b>12. Correspondence</b>	
<ul style="list-style-type: none"> <li>No correspondence received.</li> <li>CP to provide Board meeting summary for next P&amp;C meeting.</li> </ul>	<p>CP to provide Board meeting summary for next P&amp;C meeting</p>

SZ closed the meeting at 7.48pm.

Next meeting to be held on Thursday 9 May 2024 at 5.30pm.

**Accepted by Signature:**

**Board Chair Signature:**

**Principal Signature:**