

## MLPS Board Meeting Minutes

<b>Time:</b>	5.30pm - 7.30pm
<b>Date:</b>	9 May 2024
<b>Location:</b>	MLPS Staffroom

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

Item	Actions
<b>1. Welcome, Introductions &amp; Apologies</b>	
The meeting was opened by SZ at 5.30pm. There being not less than 60% of members present in person, a quorum was formed.	Nil
<b>2. Acknowledgement of Country</b>	
SK completed Acknowledgement of Country.	Next Acknowledgement of Country will be by Lesa Mileto
<b>3. Disclosure of Interests</b>	
Nil	Nil
<b>4. Minutes of Previous Meeting</b>	
The minutes of the meeting on 21.03.2024 were accepted by CA and seconded by NC and approved.	CP to send signed minutes to Shannon Gunning to upload to MLPS website
<b>5. Action Register – Discussion</b>	
Refer to Action Register for updates.	See Action Register
<b>6. Board Chair Report</b>	
<p>The Board welcomes Robyn Crump who has been appointed as the permanent Principal for MLPS. Thank you to Jared Lawson for his work as Acting Principal. He will be missed by the school community, being on a secondment for Term 2 and Term 3 in an Acting Principal role requested by the Department.</p> <p>Thank you to Robyn and all the MLPS staff for making the leadership transition as smooth as possible, particularly given the challenging timing and one week handover during the school holidays. Thank you to Jared, Lesa Mileto and Ali Roberts for supporting the handover during the holidays.</p>	RC to provide update on Teaching Leadership Team contacts.

Item	Actions
<p>Ali to continue as Acting Deputy for Term 3 (acting for Jared) for consistency and leadership continuity, and Christine Ashkenazy will remain as Acting Deputy for Term 2 until an update is available on Grace's secondment. Current deputies are kept up to date on the MLPS website. Discussion on the staff contacts for parents to reach out to for different queries. RC to provide update on Teaching Leadership Team contacts.</p>	
<p><b>7. Principal's Report</b></p>	
<ul style="list-style-type: none"> <li>• Enrolments summary: Year 4 cohort reduced to 45 students, currently 510 total enrolments (compared with 514). There is a process to consider enrolments from out of boundary students on visas if we can accommodate them, as many have been 7 to 8 months out of school due to limited capacity at schools.</li> </ul> <p>[NC left meeting]</p> <ul style="list-style-type: none"> <li>• Public School Review verification visit confirmed for Tuesday 6 August (Week 4 of Term 3). Documentation to be submitted by Friday 20 July. The process is a review to provide commendations and recommendations across 6 domains of student achievement and progress, not a pass/fail. In reviewing 'Relationships and Partnerships' they will meet with 10-12 parent representatives including from the Board, P&amp;C and other areas. Kim McCollum will be reviewer, with the peer reviewer being a principal from another school who is yet to be confirmed.</li> <li>• Staff updates: Tara Moloney is the new Italian teacher for Term 2. RC has long service leave which was booked long prior to starting at MLPS from 20 May, returning 10 June.</li> <li>• School wide expectations on behaviour – focus on disruptive behaviour and management. Visible rules to provide more transparency and consistency, and flow into the staff induction process which is key given there has been staff turnover due to parental leave and leadership changes.</li> <li>• NAPLAN results just received – results looking strong for Yr 3 &amp; 5, small number below, mean is high and lots at the top end. Comparison results will be presented at the next Board meeting.</li> <li>• School events - P&amp;C Mother's Day event this morning went well. Walk to School Day tomorrow and Book Fair next week. Friday 24 May is P&amp;C Day which the school will recognise the work of the P&amp;C.</li> </ul> <p>[NC returned to meeting]</p> <ul style="list-style-type: none"> <li>• Strike action – 8 staff participated in industrial action, all classes ran, some reduced classes but no particular pattern. Staff meetings continued – only one staff member not attending. Union member spoke to MLPS staff. Key issues raised by the action included class sizes, violence in schools, teacher workload and burnout. An MLPS staff union rep has now been appointed and an offer has gone out recently, but no update on next steps yet. The current guidance is to resume functions from 13 May and await votes.</li> </ul>	<p>RC to provide NAPLAN results update at next Board meeting.</p>
<p><b>8. Finance Report</b></p>	
<p>2024 Funding confirmed – received first transfer, plus final payment in July. Budget was noted by the School Board and will be set later this month.</p> <p>Some changes since the last report – decrease in enrolments from 538 at Census down to 514 this year (almost a whole class).</p> <p>Student centred funding has reduced since last year. \$140k down on budget, smaller year 4 classes.</p> <p>Disability funding is expected to come through, but awaiting some checklists to be completed.</p> <p>Planned expenditure variance of \$71K which will increase after adjustments. Min expenditure on track to spend 96% of funding in the year provided.</p> <p>P&amp;C funding wishlist to go to next meeting.</p>	<p>Nil</p>

Item	Actions
School funding agreement – Noted by Board.	
<b>9. Annual Report</b>	
<ul style="list-style-type: none"> <li>Updated based on Board's feedback to remove some information that wasn't required, refine language and reorder some content, and highlight positive behaviours. Feedback for the report next year is suggested to incorporate content from the Banksia end of year book.</li> <li>Board thanked the team for the improvements made to the report. The Board noted the report and it will be uploaded for submission tomorrow.</li> </ul>	Facebook page updates on Board members with photos. Coordinator for these to be discussed and confirmed at next Board meeting.
<b>10. Public School Review</b>	
<ul style="list-style-type: none"> <li>Confirmed for Tuesday 6 August. Meeting time for the Board and other parent representatives (between 8am – 3.30pm) to be discussed and agreed at the next Board meeting.</li> <li>Preparation for PSR – documents to be submitted, share at next Board meeting, community feedback? Survey data from last year can provide input.</li> <li>Community Partnerships – authentic discussions to triangulate data.</li> <li>Aim for a 3 year review window. 5 years is a long time, but even if there is a 1 year review it is not necessarily across all domains.</li> <li>Aim for business plan review from 2025 – need to request permission to change plan. Annual report to provide operational review of targets and collate to business plan.</li> </ul>	Board to determine who will be present on the day and preferred time to meet with reviewers (10-11am or 2-3pm).
<b>11. Policies</b>	
<ul style="list-style-type: none"> <li>Behaviour Policy – school will develop an updated policy.</li> <li>Homework policy – topical, some research papers to consider pros/cons of homework, consistency, flexible approach for discussion with teachers and parent.</li> <li>Department requires schools to have a Homework Policy but no specific requirements on the content of the policy. Discussed some feedback on homework from teachers and parents. Homework may be available, but not required. Homework is only valuable if something is done with it. All round family health and wellbeing is important (sport, family connection, academic – reading/spelling/maths). Consistency across classes and neighbouring schools. Mon-Mon policy can provide my flexibility to include weekends. Encourage parents to speak to classroom teachers on homework expectations or any concerns regarding homework.</li> <li>All policies must be ratified by the Board.</li> </ul>	Review of homework policy in Semester 2 - through staff, class and specialist teachers, and parent feedback to inform an updated policy for the start of 2025.
<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> <li>Next Board meeting proposed to be postponed one week to 13<sup>th</sup> June so that Robyn is able to attend after returning from leave. CP to send calendar invitations for the remaining Board meetings for 2024.</li> </ul>	CP to provide Board meeting summary for next P&C meeting. CP to send meeting calendar invitations.

SZ closed the meeting at 7.29pm.

Next meeting proposed to be held on Thursday 13 June at 5.30pm.

**Accepted by Signature:**

**Board Chair Signature:**

**Principal Signature:**