



Aveley Primary School Board Meeting Minutes

Meeting opened at 5:00pm

Date: Monday November 23, 2020

Minutes from the last meeting were accepted as a true and accurate record.

Present: Ami Nguyen, Susan Taylor, Michelle Murray, Ashleigh Ngyuen, Brendan Fung, Marshall Joyce, Chris Spencer, Jillian Setchell

Apologies: Nyomi Prior,

Co-opted attendees-

Agenda Item	Discussion	Action- Who?
<i>Conflict of Interest</i>	<ul style="list-style-type: none"> • None declared 	
Finance Update-MM	<ul style="list-style-type: none"> • Operational one line budget handed to members. Very few changes to the last statement handed out at the previous meeting. • No questions noted 	
Draft 2021 Budget-MM	<ul style="list-style-type: none"> • Draft budget for 2021 is coming together. Budget submissions from cost centre managers have been received and presented at a finance committee meeting next week. • Student numbers expected to remain similar to 2020 numbers, approximately 701 students. • Preliminary student centred funding numbers presented to the board 	
Award Presentation Assemblies-MM	<ul style="list-style-type: none"> • Graduation is being held at ESC in the Performing Arts Centre. • Only one parent per child can attend due to current COVID-19 Stage 4 restrictions • The event will be livestreamed for families. A login will be required for this. • Book Award Presentations at school, junior and senior, at this stage, parents can not attend. • The Board discussed options for parents of award winners possibly attending, but the numbers would be too high • Michelle will ask office staff to take official photos for parents of award winners, with no parents attending. 	MM-will liaise with Kellie re photos
School Board Positions	<ul style="list-style-type: none"> • Jillian and Chris are at the end of their 3 year term. Both keen on remonimating. MM to run the process. • Ash will have a year's maternity leave, with the view to return as Board member upon her return 	MM to run process

Staffing 2021	<ul style="list-style-type: none"> ● Gardener position being shortlisted and will be filled soon ● Deputy Principal position to replace Kylie Davis, process is happening now. ● Teacher positions- 8 fixed term positions were offered to applicants today. Some changes may occur if staff are offered permanent contracts elsewhere. If this happens, the school will select staff from the established pool of applicants. 	
TOR Update	<ul style="list-style-type: none"> ● The Board looked through the updated TOR. ● Minor changes were noted and will be adjusted ● The TOR were noted by The Board to be in effect from 2021 	MM
Board Report	<ul style="list-style-type: none"> ● Ami delivered the 2020 Board Report. ● MM thanked Board members for their contributions and Ami for her Chair position 	
Open Business-ALL	<ul style="list-style-type: none"> ● Meetings for 2021 to remain the same, week 3 and 7 at 5pm. Dates indicated at the end of the minutes. ● CS updated Board on Amphitheatre project, due to start in Feb 2021. Has had to be delayed due to the car park upgrade and relevant access ● CS also mentioned the You Can Do It Keys which have been placed up around the school. Thanks to Ellenbrook Secondary College for their assistance in this. ● JS asked about soap in boy's toilets being limited at times. We have the supplies, so students need to inform staff so this can be addressed. ● School Website- was down for a while, but issues are resolved now and it is functional again. ● CS asked parent reps whether parents are still accessing Connect to find out school information. Many having issues with mobile apps, but still able to read shorter messages via the text body of notification emails. ● ST asked about communications re ICT BYOD meeting, parents are suggesting the flow of information to parents is not as efficient as it used to be. MM to feed this back to admin and refine for future. ● Open Night feedback - generally enjoyed by all attendees, more parents and families attended than in 2019 according to anecdotal evidence. Discussion occurred around whether a 1.5hr length was more appropriate, it was noted 5-7pm works as a good time for people to access as much of the school as possible. STEM inclusion was well received. 	MM

SCHOOL BOARD MEETINGS 2021

Term 1	Monday, 15 Feb	Monday, 15 March
Term 2	Monday, 3 May	Monday, 31 May
Term 3	Monday, 2 August	Monday 30 August
Term 4	Monday, 25 October	Monday, 22 November

Principal

Date _____

Board Chair

Date _____