

MORLEY PRIMARY SCHOOL BOARD MEETING

MEETING # 3 2018

Time:	3:30 – 5:10 pm
Date:	30 May 2018
Location	School Library
Chair	Gary Chang
Attendees	Amanda Box (3/3), Gary Chang (3/3), Neil Chivers (3/3), Robbie Franchetto (3/3), Janelle Morris (3/3), Jan Read (3/3), Carissa Russell (3/3) Trina Uren (Non Board member)
Apologies	Peggy Wong (2/3)  Chantelle Lacroix (no apology received) (1/2)
Quorum	A quorum was present

<u>Item and summary of Discussion</u>	<u>Actions</u>
<b>Acceptance of the minutes</b> from the previous meeting	Accepted Neil Chivers Seconded Jan Read
<b>Finance update</b> - Trina Uren (Manager Corporate Services)  Trina presented the comparative budget and we looked at the school spending and future spending. Trina asked for feedback and it was suggested a short report be given, pointing out any areas that need further explanation.	Short report together with the comparative budget to be submitted in the future.  Voluntary Contributions to be split into Year levels.  Look at the Colour Fun Run organisation for following year –the children love the colour but is it necessary to award prizes? This will be discussed at a later staff meeting.
<b>Board Update</b> – Resignation of Graeme Dargie and looking at his replacement.	Amanda to draft thank you letter to

<p>Discussion was held as to whether another Board member was required and if so from which sector as the Board is correctly balanced at the moment. It was decided to seek parent nominations then see if voting is required.</p>	<p>Graeme for his time on the Board.</p> <p>Amanda to send out nomination forms for the School Board from the parent body.</p> <p>Amanda to let Board members know how many nominations are received and if voting is required.</p>
<p><b>Acceptance of Mobile Device Policy</b></p>	<p>Mobile Device Policy accepted Jan Read, seconded Janelle Morris. This will replace the previous policy on the website.</p>
<p><b>Principal's Report</b> – including Morley Principal recruitment update and School Report 2017</p>	<p>Attached to the minutes</p> <p>Gary has requested in the 2018 School Report that information regarding Board attendance is included.</p>
<p><b>P &amp; C Finance procedure update</b> – Amanda explained that the P &amp; C had poor financial management and record keeping; this had been pointed out by the external auditor. We have had a complete change of P &amp; C executive members for 2018 and the financial and banking procedures have been changed in consultation with Trina Uren.</p>	
<p><b>School Planning</b> – Look at Focus 2018, Business Plan, and Operational plans to see how they all fit together Amanda went through our compulsory system document Focus 2018 and gave a snapshot of how MPS is compliant in all of the relevant Primary School areas. We then looked at the Operational Plans and discussed how our decisions are data driven to improve student outcomes for all students.</p>	
<p>Next Meeting</p>	<p>Week 3</p> <p>1 August, 3:30 MPS</p>