



EAST NARROGIN PRIMARY

Board Meeting Minutes

Monday 19 February 2024

6:00pm

Time minutes		Agenda Item	Documents	Decision Type	Led by	Recommendations / actions
3	1.0	OPEN MEETING			Chair	6.02pm
5	1.1	Opening and Acknowledgement of Country		Understand	Chair	
2	1.2	Apologies/absentees		Inform	Chair	Present: Tracey Abraham, Jo Hayes, Kirsten Partyka, Kylie Nardini, Roz Lockwood, Josephine Reynolds, Laycee Coles, Ashleigh Dixon, Evelyn Wilkie, Karla Tulipan, Regina Razumovska Absent:
2	2.0	Disclosure of Interests		Inform	Chair	Nil Evelyn Wilkie present to discuss Interschool Swimming Carnival School decision left at 6.15pm. Tracey Abraham School Nurse present and nomination received to join at Community Representative. Karla Tulipan nomination received to join the East Narrogin Primary School Board as a parent representative. The East Narrogin Primary School accepted and endorse nominations received by Tracey Abraham as a community representative and Karla Tulipan as a parent representative.
5	3.0	Minutes of Previous Meeting		Inform	Chair	Accepted: Josephine Reynolds Approve: Kirsten Partyka
5	3.1	Review of Previous Meeting Minutes	Minutes	Inform	Chair	Leadership Institute resolved technical issue with quiz questions. Board Members have been able to successfully complete quizzes.
5	3.2	Business Arising		Inform	Chair	Nil
	4.0	Proposed Items				
10	4.1	Setting the 2024 scene		Understand	Principal	Powerpoint presented to the board.

		Principal Report				
10	4.2	Interschool Swimming Carnival Proposal		Inform	Sports Teacher	Evelyn Wilkie discussed East Narrogin Primary School involvement in the Narrogin Interschool Swimming Carnival. This year East Narrogin Primary School will not participate in the Interschool Carnival but will join Wickiepin, Yealering and Wandering Primary Schools with their joint carnival. Feedback received from staff, parents and School Board was positive.
5	4.3	Review Statement of Expectations		Understand	Principal Chair	Ashleigh presented updated self-assessment of Statement of Expectations. East Narrogin Primary School are tracking in the direction of improvement across expectations.
10	4.4	Board succession planning, terms of reference, review position of chair		Inform	All	Board members have identified potential future members. East Narrogin Primary School Board made a decision for Kirsten Partyka to continue as School Board Chair for a further 12 months. Kirsten Partyka's position on the board has been changed from community representative to staff representative. Roz Lockwood's position on the board has been changed from parent representative to community representative.
5	4.5	Business Plan – Target tracking		Understand	Principal	Discussed. Vision to be re-worded. Business Plan still in drafting stages, ability to be adjusted after the School Review.
5	4.6	Update on Public School Review		Understand	Principal	Confirmed Tuesday 26 March. Ashleigh discussed domains and process of the School Review.
20	4.7	Board self-assessment and 2024 improvement plan		Make	Chair and Principal	Self-assessment attached. School Board discuss and rated 'Composition of the Board/Council'. School Board Tenures two years for Community members and three years for staff and parents. School Board Secretary keeps records via Department's Online Portal.
10	4.8	Board Training – Module 1 Reflections on learning		Understand	Chair	Module 2 to be completed by Week 8
15	4.9	Finance		Understand	MCS	Review budget in relation to strategic directions to be presented at next meeting. Finance Report tabled. Preliminary Student-Centred Funding Statement Report tabled.

						Preliminary One Line Budget Statement tabled.
5	4.1 0	General Business: 2024 Leavers Shirts Uniform Update		Inform	Secretary	<p>Year 6 Leavers Shirt Mr van Wyk has facilitated the annual Year 6 Leavers Shirt Design Project with Lachlan Sheppard receiving highest votes for his design. The East Narrogin Primary School endorse the 2024 Year 6 Leavers Shirt Design.</p> <p>East Narrogin Primary School Uniform Committee Uniform Committee Meeting Minutes tabled. East Narrogin Primary Schools Uniform Committee recommendation to faze out the green bottoms and transition to black bottom over the next 12 months. Shirt and jumper/jackets to be discussed further.</p> <p><i>Action: Jo Hayes will update the East Narrogin Primary School Uniform Policy reflect colour change in uniform bottoms from green to black. Policy to be distributed through School Communication Channels and discuss with P&C Uniform Co-Ordinator.</i></p> <p>‘Faction shirt Friday’ to be re-encouraged. Laycee is researching a possible new hat design. Finding will be presented to the Uniform Committee.</p>
1	5.0	Time and Date of Next Meeting				Monday 18 March 2004, Week 8.
1	5.1	Meeting close				7:40pm
<p>These minutes are an accurate account of the School Board meeting.</p> <p>Principal: _____ Signed: _____ Date: _____</p> <p>Board Chair: _____ Signed: _____ Date: _____</p>						