



## School Board Meeting Minutes

### Makybe Rise Primary School

<b>Date:</b>	Tuesday 11th June 2024	<b>Time:</b>	5:15pm	<b>Attendees:</b>	Board Members: Richard Meloy, Heath Atkinson, Dean Kelland, Amy Baxter, Joe Williams, Renae Lilleyman, Naomi Hornsby, Hayley Moulton, Melanie Garwood, Michelle Winship, Helen Dempsey, Alison Parolo
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*\*Indicates a document placed in the Connect Library for members to review in preparation for the meeting.*

AGENDA ITEM	ITEM	LED BY	KEY DISCUSSION/ACTION
<b>1.0</b>	<b>WELCOME AND APOLOGIES</b>		
1.1	<b>Acknowledgement of Country</b>	<b>Richard</b>	I respectfully acknowledge the traditional custodians of the land on which we are meeting, the Noongar people, and pay my respects to their Elders past and present.
1.2	<b>Apologies Welcome new members</b>	<b>Richard</b>	Apologies: Karen Povey (on leave) Welcome: Joe Williams and Renae Lilleyman
1.3	<b>Group Norms</b>	<b>Richard</b>	<b>A-Ask</b> questions, <b>E-Engage</b> fully, <b>I-integrate</b> new information, <b>O-open</b> your minds to diverse view, <b>U-Utilise</b> what you learn
<b>2.0</b>	<b>CONFLICTS OF INTEREST</b>	<b>Richard</b>	Real, perceived, or potential conflicts of interest experienced by any member in relation to the items on the agenda.
2.1	<b>Code of Conduct</b>	<b>Richard</b>	Signed by new board members- Renae Lilleyman and Joe Williams <b>Action: Mel to scan signed document and save on school drive</b>
<b>3.0</b>	<b>MINUTES OF PREVIOUS MEETING</b>	<b>Richard</b>	
3.1	<b>Review of previous minutes (23/04/24) and endorse *</b>	<b>Richard</b>	<b>Minutes endorsed as true and correct.</b> <b>Moved: Michelle Winship</b> <b>Seconded: Hayley Moulton</b> <b>Signed by Board Chair: Richard Meloy</b> <b>Action: Mel to provide signed minutes to Cherie for filing</b>
<b>4.0</b>	<b>BOARD GOVERNANCE</b>		
4.1	<b>The Governance Tree</b>	Mel	Overview of the Governance Tree and its branches. Brief explanation of the roles/responsibilities of each of these branches of school governance.

			<p>School Board: Inform strategic directions, provides a broad range of perspectives and provides advice/ influence school decision making</p> <p>P&amp;C: Fosters community engagement, school support, fundraising</p> <p>Student Leaders: Advocate on behalf of student body, provides advice and influences school decision making.</p> <p>Executive Leadership Team: Provides educational leadership, resource allocation, teacher development and support, operational management of the school.</p> <p>Learning Area Teams: Curriculum development, moderation &amp; assessment</p> <p>Finance Committee: Resources deployed effectively &amp; balanced budget</p>
4.2	<b>School Board</b>	Richard	<p>Overview of the role of the School Board</p> <p>The School Board takes part in the strategic planning, the school review process, reviewing policies. It promotes the school in the community. It determines the student dress code in consultation with the community and approves contributions and charges.</p>
4.3	<b>P&amp;C Association</b>	Amy	<p>Overview of the role of the P&amp;C</p> <p>The P&amp;C association organises a range of school community events such as dress-up days, Mother's Day &amp; Father's Day stalls, discos, colour run, breakfast club. It supports the school through the fundraising events that provides the school with much needed resources and equipment.</p>
4.4	<b>Student Leaders</b>	Students	<p>Presentation of the roles and goals of each of the student leadership teams.</p> <ul style="list-style-type: none"> <li>• Sustainability Champions – containers for change, recycling, clean-up Makybe club, whole school composting project to reduce food waste.</li> <li>• Community Warriors-breakfast club, Celebrity Chef, Christmas appeal, feeding the homeless</li> <li>• Media Specialists-Upskilling staff &amp; students in ICT, hosting media clubs, tech support for assemblies, tech support for Year 1&amp;2 classes.</li> <li>• Library Legends-run quiet reading sessions in the library, assist with Book Fairs, author displays each month, promote reading throughout the school.</li> <li>• Aboriginal Culture &amp; Leadership Representatives- lead the young achievers club, role models for younger students, BASSA shirt design, flags, present acknowledgement of country at events, help to lead NAIDOC Week events.</li> <li>• Creative Journalists-write articles for the newsletter, conduct interviews, express student voice, develop podcasts for the Makybe community.</li> <li>• Rockingham Junior Council Representative- Be a voice on issues that impact the local community, work with other councillors on motions, debates and votes on important community items, regularly attend Junior Council meetings.</li> </ul>

			<ul style="list-style-type: none"> <li>• Tribes Captains-assist with before school training, update school uniform, recess/lunch sports clubs, organisation of carnivals, survey students and purchase sports resources, create skill and games video resources for junior primary.</li> </ul>
	<b>Meeting closed at 6.38pm</b>		
<b>NEXT MEETING</b>	<b>Term 3 - TBD</b>		
<b>Schedule of Business</b>	<ul style="list-style-type: none"> <li>• <b>Curriculum Focus – Student Services</b></li> <li>• <b>Student Performance Data – NAPLAN</b></li> <li>• <b>2025 Booklists, voluntary contributions &amp; charges approval</b></li> </ul>		

**Board Chair Signature:**

**Date:**