

# Tambrey Primary School School Board Agenda

<b>DATE:</b>	Wednesday 29 <sup>th</sup> November, 2023	<b>CHAIR:</b>	Aaron Bruce
<b>TIME:</b>	1800hrs	<b>MINUTES:</b>	Aaron Bruce

<b>ATTENDEES:</b>	<b>Chair:</b> Aaron Bruce <b>Principal:</b> Shiona Hobart <b>Staff Representatives:</b> Helen Cusworth, Nick Baker <b>Parent Representative Members:</b> Jessica Clarke, Rykia Blanco (via phone), Kym Farrugia, Brad Davy <b>Community Members:</b> , Aaron Bruce, Megan Barcock <b>Guests:</b> Dave Dennis- Associate Principal School of alternative Learning Setting (via phone)
	<b>Apologies:</b>

ITEM REF	ITEM	LED BY	FOR INFORMATION / DISCUSSION / DECISION	ACTION REQUIRED & TIMELINE
1.	<b>Welcome</b> <b>Apologies</b> <b>Acceptance of previous minutes</b> <b>Conflict of Interest</b> <b>Celebrations</b>	Aaron / All	<b>Celebrations:</b> Tambrey on Track I-CAN Camp to Canberra, Message Stick, Back Car Park Open, Recruitment- staff and MCS, P&C Canteen Manager, Board promotion, Movember Push ups! <b>Previous minutes:</b> <a href="#">Reserves Plan</a> , <a href="#">Board Profiles for website- Bio</a> , <a href="#">finalise dates for Board nominations Term 1 2024</a>	<ul style="list-style-type: none"> <li>Well done to the many involved in these successes</li> </ul>
2.	<b>Dave Dennis- Associate Principal of Alternative Learning Setting update (SALS)</b>  More info can be found here - <a href="https://www.sals.wa.edu.au/">https://www.sals.wa.edu.au/</a>	Dave Dennis	<p>Dave provided a detailed overview of the history of SALS and their roles in the community. Dave specifically discussed the proposal of a new ALS school within proximity to Tambrey Primary School. The location proposed is between the Tambrey Estate Park and the Tambrey Tavern, on the south-east side boundary of the Tambrey oval.</p> <p>The Board has strong concerns regarding the establishment of an ALS school in proximity to Tambrey Primary. The Board agreed to document their concerns and formalise their position in a letter to Dave Dennis and Matthew Turnbull (Asset Planning and Services).</p>	<ul style="list-style-type: none"> <li>Shiona to draft a letter and seek input from the Board. Letter to be issued once finalised. <i>(Action has been completed prior to minutes being published)</i></li> </ul>

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3.	<b>Request for Board address at Presentation Night Plus annual report from Board</b>	<b>Shiona</b>	Aaron and Jess will address the school at the presentation night.  Aaron will provide the Board annual report by Friday 8 <sup>th</sup> December.	<ul style="list-style-type: none"> <li>Aaron and Jess to action</li> </ul>
4.	<b>Strategy and Development: Board Succession Plan Development of Board Members</b>	<b>Aaron</b>	The Board discussed the 2024 recruitment timeline.  In summary, the board will continue to seek out prime candidates for board membership and invite any prospective candidates to the open board meeting.  Term 1 Week 4, 2024 – Annual open board meeting Term 1 Week 5, 2024 - Issue nominations forms Term 1 Week 6 & 7, 2024 - Receive and vote on nominations Term 1 Week 8, 2024 – Decide on new candidates in board meeting. Term 2 Week 2 & 3, 2024 – New candidates onboarded and inducted Term 2 Week 4, 2024 – New candidates commence	<ul style="list-style-type: none"> <li>All members to actively promote board membership.</li> <li>The board reserves the right to optimise this timeline as required.</li> </ul>
5.	<b>Principal Report</b>	<b>Shiona</b>	Shiona presented the Principal's Report. Principal's Report can be found online. <a href="https://www.tambrey.ps.wa.edu.au/community/principals-updates.aspx">https://www.tambrey.ps.wa.edu.au/community/principals-updates.aspx</a>	<ul style="list-style-type: none"> <li>No action</li> </ul>
6.	<b>Financial Update</b>	<b>Shiona</b>	The Board reviewed the Operational budget and minimum expenditure obligations. Tambrey is tracking very well against the 2023 budget.  Shiona also presented the Reserves budget and how it is used year on year to add growth, improvements, and resilience to the school.	<ul style="list-style-type: none"> <li>No action</li> </ul>
7.	<b>General Business</b>	<b>Aaron</b>	We agreed to update our Board member profiles on the newly published TPS website.	<ul style="list-style-type: none"> <li>All Board members to create profile update by Friday 8<sup>th</sup> December</li> </ul>

<b>NEXT MEETING:</b>	Board Meeting Wed Feb 21 <sup>st</sup> Open Board Meeting	<b>MEETING CLOSED:</b>	1955hrs	<b>SIGNED:</b>		<b>CHAIRPERSON</b>	<b>DATE:</b>	29/11/2023
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