



## COTTESLOE PRIMARY SCHOOL BOARD MEETING MINUTES

<b>DATE:</b>	<b>27.10.15</b>	<b>CHAIR PERSON:</b>	<b>Julie Colvin</b>
<b>TIME:</b>	<b>5.00pm</b>	<b>MINUTE SECRETARY:</b>	<b>Jenni Mitchell</b>

<b>ATTENDEES:</b>	Graham Dart, Julie Colvin, Sarah Butlin, Tracey Simpson, Jane Lowther, Tash Sheldrick, Kate Fitzpatrick, Liza-Jean Williams, Louise Cashmore, Sue Ledger, Justin Vivian
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<b>APOLOGIES:</b>	Mark Rodda, Caroline Brades, Brad Boyle, Annette Boyle, Lisa Eldon
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<b>ITEM REF</b>	<b>ITEM</b>	<b>LED BY</b>	<b>DISCUSSION/PROGRESS REPORT</b>	<b>ACTION &amp; TIMELINE</b>
1.	Welcome  Apologies  Acceptance of previous minutes and date of previous meeting	Chair	<i>Minutes accepted and endorsed by Chairperson.</i>	
2.	Business arising from previous minutes	Chair	Allocation of Board Members to Portfolios (Sub-Committees).  Tenure of each Board Member, when elected and position.	Both items discussed further in Item 3 below.



	<p><b>Sub-Committee Reports</b></p> <p>Communications – Internal &amp; External – Members (Tash, Louise, Kate &amp; Tracey)</p> <p>Community Relations/Stakeholder Engagement – Members (Jane, Lisa &amp; Annette)</p> <p>Building &amp; Facilities – Members (Brad, Annette, Louise, Justin &amp; Jeff Sweet)</p> <p>Performance Self Assessment – Members (Sue, Julie, Graham &amp; Tracey)</p> <p><b>Strategic Matters</b></p> <p>Projected enrolments 2016 – Implications for Planning, Workforce etc.</p> <p><b>General Business</b></p> <p>An additional School Development Day allocation – Proposed Term 3, 19 August (ties in with Boarders Long Weekend)</p>		<p>Discussed that Sub-Committees are non-operational.</p> <p>All Sub-Committees to present reports at next Board Meeting. Bring all plans to the table</p> <p>Enrolments low for 2016 (only 28 Kindy enrolments). Discussed class sizes and teachers' preference for 12 class structure.</p> <p>Discussed and endorsed.</p>	<p>Reports to be presented at next Board Meeting on 30.11.15.</p>
4.	<p>Other Business</p> <p><b>UWA Masters Students</b></p>	Tash Sheldrick	We will have UWA Students at CPS in 2016. They will be doing a review of Marketing as their Research Project.	

	<b>NAPLAN Results and Data</b>	Principal	Graham Dart displayed results and data of NAPLAN and also targets & Strategic Plan on whiteboard. For Higher Quality Teaching, relate to Academic Achievement Grades Reporting.			
<b>NEXT MEETING</b>	Monday 30.11.15 at 6pm	<b>MEETING CLOSED</b>	7.30pm	<b>SIGNED</b>	<b>CHAIRPERSON</b>	<b>DATE</b>