



## COTTLESLOE PRIMARY SCHOOL BOARD MEETING MINUTES

<b>DATE:</b>	<b>3/6/2020</b>	<b>CHAIR PERSON:</b>	<b>Julie Colvin</b>
<b>TIME:</b>	<b>6.00pm</b>	<b>MINUTE SECRETARY:</b>	<b>Marlon Cooray</b>

**ATTENDEES:** Julie Colvin, Marlon Cooray, Melanie Love, Lina Harvey, Justin Vivian, Denise Johnson, Graham Dart, Jane Lowther, Brad Boyle, Rebecca Pattison, Andrea MacFarlane, Lisa Eldon, Karen Webster, Sue Ledger, Catherine Bestley and Justin Owen.

**APOLOGIES:**

ITEM	DESCRIPTION	LED BY	DISCUSSION/PROGRESS REPORT	ACTION
1	Welcome Acceptance of previous minutes	Chair	Chair welcomed Board members and commenced meeting. Declared a quorum and no conflict of interest.	MC to invite Jeff Sweet to next Board meeting.
2	<u>Previous Meetings and Action</u>	Chair	Previous meeting minutes endorsed by Mel and Brad. Previous actions to be carried over to the following month due to COVID disruption. Actions: <ol style="list-style-type: none"> <li>1. Rebrand improvement plan to continuous improvement plans.</li> <li>2. Graham, Julie and Marlon to review and progress Board member nomination process</li> <li>3. Identify second subcommittee, depending on outcome of parent survey</li> <li>4. Board and P&amp;C members to do indigenous training</li> </ol>	

3	<b>Reports and operational matters</b>	<p>Principal</p> <p>5. Cott fathers to hold special meeting to identify priorities.</p> <p>Funding agreement endorsed by Board which has been signed by Principal and Chair.</p> <p>Principal's presented report and accepted by Board.</p> <ul style="list-style-type: none"> <li>• Worksafe completed routine independent review and no major concerns.</li> <li>• HS incident involving school caretaker has been investigated and recovery in progress.</li> </ul> <p>Local council engagement - Positive meeting held with Mosman Park Mayor with opportunities for community integration and development.</p> <p>Building sub-committee – Justin Owen onboard to support design. Master plan and development opportunities to be identified if Government funding is made available.</p> <p>Finance report presented by Mel Love. Potential to underspend due to COVID restriction.</p> <p>Operational plan – Karren provide feedback directly to Principal. STEM to be planned into the following years operational plans.</p> <p>Annual report feedback received from Board.</p> <p>P&amp;C Report</p> <ul style="list-style-type: none"> <li>• Cocktail function cancelled due to COVID and entire school function to be reschedule later in the year.</li> <li>• Considering near term investment - commercial funky monkey bars (~\$20k).</li> </ul>	<p>Future HS incidents to be reported to Board in Principal's report.</p> <p>Mosman Park Mayor keen to progress bicycle safe street and identify champion to progress.</p> <p>CPS to provide parents the option for a credit from underspending once certainty is received (Term 4 2020). CPS to send notification to advise potential credit.</p>

