



Rockingham Lakes PS School Board Meeting Minutes

4:00 pm 13 June 2022

Present: Narelle Smirk, Emma Woodall, Tim Sewell, Jane Ann Blair, Jodie Matters, Heather Christie (via Teams)

Apologies: Erica Clarke, John Gobbels, Dan Whelan

Minutes of Previous meeting: Approved

Business Arising: Nil

Correspondence: nil

AGENDA

New Board member, Jodie Matters, was welcomed. Jodie noted however that this would be her last meeting as her daughter was moving schools and as such she would no longer be a parent at the school.

This will leave a parent vacancy on the Board to fill. For the recent elections we only received two nominations, and both were invited onto the board. Given this, and as this is a short-term appointment for the remainder of Jim Matters' original tenure, it was decided that a direct approach to a parent will be made to join the Board. Principal and Chair to identify a suitable parent.

Principal's Report:

As tabled at the meeting.

Finance:

May 2022 figures for review

General Agenda:

1. Code of Conduct & Terms of Reference

The Board Code of Conduct & Terms of Reference were tabled for review. A particular note was made of the Code of Conduct as a document to ensure all board members fulfil their roles appropriately.

2. Out of School Hours Care Providers

The current contact with Helping Hands will expire at the end of the year. The board had a general level of satisfaction with the current provider. To ensure a competitive process, in line with DoE policy, it was agreed that we would invite written submissions from service providers for the Board to consider at the Term 3 meeting.

3. Student Leadership Nomination Process

The final nomination processes, including minimum PBR points, were discussed and approved by the Board.

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rockinghamlakesps.wa.edu.au

La Gaurdia Loop, Port Kennedy WA 6172 • t: (08) 9593 9000 • f: (08) 9593 9022
rockinghamlakes.ps@education.wa.edu.au • ABN 81 087 241 417



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4. Voluntary Contributions and Charges

The Voluntary Contributions and Charges for 2023 were discussed and approved. No changes from 2022 were identified.

5. Membership

We have a vacant position on the Board for a community member.

Three possible community members were identified and discussed.

- Jodie Matters (now that she cannot be classified as a parent member)
- Robert Smitt, Councillor for City of Rockingham – Comet Bay Ward (suggested by Narelle)
- Naomi McGowan, Navy member (suggested by Jodie)

Further information about each possible member will be brought to the next meeting for a final decision.

General Business: nil

Meeting Closed:

Next Meeting: Monday 29 August – 4:00pm