



GHPS School Board Meeting Minutes

Meeting	4 th September, 2023
Location	GHPS Boardroom
Membership	Cameron Maitland (CM), Faye Morgan (FM), Suzanna Robertson(SR), Paul Luck (PL), Matthew Snell (MS), Janessa Wason (JW), Leah Andrews (LA), Sue Saville (SS), Asher Trenorden (AT) Lauren Johnson (LJ), Kym Buckingham(KB), Janelle Sewell (JS), Jasmyn Hall (JH), Alyssa Reaveley (AR)
Chairperson	Suzanna Robertson
Minutes	Matt Snell
Next Meeting	Monday 30 th October, 2023
Record of Attendance	Apologies: Leah Andrews

	Item	Minutes Comment	Person	Document	Time
1	Welcome & Apologies				
	1.1 Acknowledgement of traditional owners <i>"We are meeting today on the traditional land of the Whadjuk people of the Noongar nation. It is a privilege to be standing on Noongar country and we pay our respects to the elders past and present."</i>		Chair		1
	1.2 Quorum, Introductions, declarations of conflict of interest and Code of Conduct	Introduce Asher Trenorden – P&C Rep No conflicts declared. Code of Conduct noted for new member	Chair and Board Members		5
2	Presentations				
	2.1	Nil			0

	Item	Minutes Comment	Person	Document	Time
3	Board matters				
	3.1 School Events – Board attendance	Faction Carnival – Jasmyrn, Faye, Lauren to attend. 50 Year Celebration – Calendar invites to be sent out – Please RSVP for reserved seating.	Chair Matt		10
	3.2 Board Elections	Election Process outlined. Discussion around terms given that they vary due to current members stepping out mid-term. Agreed to decide on terms once election was held pending the enrolment of the students.			5
4	Strategic matters for discussion				
	4.1 School Board Strategic Plan - 2023 Progress toward Targets	Revised previous discussion regarding 2023 targets. Continue to monitor. Update Board Member Contact details to include key areas of interest, skill sets and diversity aspects.	Principal Chair	Board Strategic Plan	5
	4.2 Board Member Skill Register	Board members to complete during meeting. ACTION MS to collate for next meeting	MS	Board Contact details	5

	Item	Minutes Comment	Person	Document	Time
5	Standing Items				
	5.1 Acceptance of the previous meeting's minutes	Agreement Moved FM Second CM	Chair		2
	5.2 Business Action Items	Review / Updated	Chair	Board Business and Action table	5
	5.3 Noting of Circulating Resolutions (out of session motions) – if applicable	Nil	Chair		2
	5.3. Financial Report <ul style="list-style-type: none"> School Financial Position submitted. Booklist provider 2024 - 26 	Endorsed Moved JW Second CM Discussion regarding quotes received from Campion, COS and WINC. All comparable, however COS and WINC use their own branded equipment in order to keep costs down. Board happy with current provider as it is a local company and provides service to school throughout year. Request for SC to go back to Campion and ask if prices can be lowered. Approve via email once this has been done.	MCS	School Budget Report School One line Budget report Quotes from Booklist provider	10
	5.4 Correspondence <ul style="list-style-type: none"> Correspondence in Correspondence out 	RAP Approval	Chair		2
	5.5 Committee Reports <ul style="list-style-type: none"> P&C Report 	Change of Executive Members with election of new President following Rachael Bolton stepping down from President and	P&C Rep		5

	Item	Minutes Comment	Person	Document	Time
		Michelle O'Connor from Secretary. Danielle Buckett – President Jade Johnstone – Secretary Sherice O'Dea – Fundraising Asher Trenorden now Board Rep as VP. Board Acknowledged outgoing Executive Members, particularly Rachael Bolton for her role as President and support of Board in recent years.			

	Item	Minutes Comment	Person	Document	Time
6	Other Matters for Discussion				
	6.1 50 Year Celebrations (2023)	Update on event in Term 3. Sub committee to be formed to organise this. Suggestion of bringing in local community for food vendors. Suggestion to contact Bunnings for community grant.	MS		5
	6.2 Future meeting dates <ul style="list-style-type: none"> • 30th October 2023 • 7th December 2023 (Dinner) 		Chair		2
7	General Business				
	7.1	Nil			5
8	Close				
	NEXT MEETING: 30 th October, 2023				

Signed

Board Chair

A.R. Robertson

Date

30/10/23

Principal

Date

[Signature]
30/10/2023.

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