

School Board Meeting BINDOON PRIMARY SCHOOL


Minutes of meeting held on 16 May 2018

Attendees: Trish Murrell, Wendy Bray, Glen Bewick, Rosanna Hindmarsh, Quentin Hearn, Gretchen Brocklehurst,

1.0	Welcome and Apologies	Actions
1.1	Opening and welcome – welcome to Gretchen	
1.2	Apologies: Craig Spencer, Tamieka Preston, Katy Fulker, Beck Foulkes-Taylor	
1.3	Confirmation of agenda - confirmed no amendments	
2.0	Disclosure of Interest	
2.1	No disclosures	
3.0	Minutes of previous meeting	
3.1	<p>School Board Action Plan (TM)</p> <ul style="list-style-type: none"> Minutes will be out to Board within 48 hours after the meeting- amendments to be made by the Monday following the meeting so minutes can be uploaded to website 4th term open meeting – evening or night. Suggestion to make it a social event during which the board recaps the previous year. Hope to recruit new members Name badges – investigate the price of badges like staff ones Action plan will be added to regularly so that it is an ongoing working document and items will be discussed at each meeting Board community representatives to be invited to special events e.g. end of year assembly, ANZAC, graduation Proposed Meet the Board morning tea after one of the remaining assemblies – discussion around impact on class morning tea and possibility of Board members being available to attend. Looked into the date of the Choir assembly as it would have least impact. Board, P&C Photo update has occurred on website. Group shot needs to be taken – Tamieka offered to take photos needed Code of Conduct – Gretchen to sign Module 2 will happen next meeting 	<p>Choir assembly is too late in the year. Glen to discuss with Trish holding a meet the Board morning tea as an event in itself and not tied to an assembly</p>
3.2	<p>Connect (GB)</p> <ul style="list-style-type: none"> Difference of opinion about how connect is working – class parent representatives gave Glen positive feedback, but there are a few parents having issues. A discussion with the Dept said that the browser being used can be an issue (especially Safari). Users unable to save their login is also a browser issue – should prompt to save login details Question was raised about returning to emailing the newsletter. The positive about using Connect is that it is possible to see how many views the newsletter has had (ranges from 80 – 120). If newsletter is emailed it is returning to a previous distribution method and may cause more confusion, when it appears (from reports by parents) that there are not many having problems. We need to work through issues and solve them. It was suggested that we put out a connect notice and put on Facebook “If you are having issues...” so that we can deal with them. <p>We currently have 5 parents who receive hard copies of all notes and copies are in office but these don't get touched. The format of the newsletter is not mobile friendly. This is something</p>	

	<p>we need to work on.</p> <p>Dawn and Susan stated that they are communicating more than ever now that they are using connect and there are less parents coming into the office ask when things are happening etc.</p> <p>Suggest putting a link to the newsletter on Facebook.</p>	
4.0	Priority Items	
4.1	<p>DPA (Approval) (GB) – The DPA is the Delivery and Performance Agreement. All Independent Public School Principals, Board Chairs and the Director General sign a DPA every three years. The Agreement outlines what the Department will do, what the Principal will do and what the School Board will do. There have been some changes to the wording of the DPA since the 2015-2017 one. Glen read through the appropriate sections to highlight these changes to the Board.</p> <ul style="list-style-type: none"> • Introduction - p3 point 4. <i>The Board chair notes the agreement – previously endorses the agreement.</i> The Chair is still a signatory to agreement • p3 8.3 wording has changed from <i>closing the gap to implement the Aboriginal Cultural Standards Framework to increase Aboriginal student wellbeing, participation and achievement and drive improvement planning.</i> Bring to next meeting ACSF • p4 The roles and responsibilities of the School Board have been moved to the beginning of section 2 • 1.2b states that <i>Board members need to have undertaken criminal screening</i> • c. the Board is <i>provided with information on its functions not understand its functions</i> • e. p 5 Board chair <i>notes the agreement - previously Board participates in ...</i> • Part 3 has changed from <i>Teaching and Learning</i> to <i>Teaching and Learning Programs</i> • p 6 3.2 Changes to this section regarding the Principal will ensure... a) Western Australian Curriculum ... is implemented c) High expectations for both academic and non-academic... d) a culture of high performance – high care... e) state and national targets... and rigorous analysis of data... f) primary students develop the skills to prepare them for high school... h) employees participate in annual performance management... to improve teaching and learning programs i) relevant and specific data and research inform classroom pedagogy • p7 Resourcing and Support 4.2d – Principal will ensure all expected minimum expenditure requirements will be met each year to clearly benefit the students enrolled in the school • p8 5.1a & 5.2a changed to <i>access and participation in national and state assessments</i> from specific mention of NAPLAN • 5.2 c states <i>teachers develop expertise.... Provide relevant and timely feedback to students and their parents</i> this has changed from <i>teachers use a variety of monitoring functions to inform their classroom practices and to provide relevant student performance feedback</i> • 5.2 e changed from <i>school participates in DES review....</i> to <i>school participates in school review process with review report published on Schools Online and the school website where available</i> • Compliance and System requirements have been combined 6.1 a is new and relates to the school having access to DoE strategic priorities, policies, guidelines and relevant State and Commonwealth legislation • P 10 6.2 i lists some of the compliance requirements that schools must meet, but are not limited to • The new DPA has removed 16b regarding the Principal ensuring the safety and welfare of students... 	<p>ACSF will be discussed in more detail at a later meeting</p>

4.2	<p>Countering Bullying Policy (Approval) (GB) – A brochure has been developed to distribute to the school community in a format that can be kept on the fridge and referred to when needed and includes</p> <ul style="list-style-type: none"> • What is bullying – the definition to be communicated to community as not everything that happens is bullying • What we do about bullying – to inform our community about what we are doing to support a child who is bullying and a child who experiencing bullying • A statement that it is a concern for all schools • evidence based information in response to social media and our need to get information out there to counter belief that we do nothing • Information to parents about the behaviour management processes of the school being used to manage one off issues • How parents can help – need to be part of the processes • A shared language that can be used by all of our school community • The countering of bully as educative not punitive <p>The brochure was sent to Regional office for our Lead School Psychologist to give feedback</p> <p>Glen requested comments and endorsement so can get out the community</p> <p>Suggestions made were :</p> <ul style="list-style-type: none"> • To include snippets from the brochure in the newsletter • Parent workshop re cyber bullying <p>Endorsed unanimously</p>	
5.0	Reports and Operational Matters	
5.1	<p>3 Year Old Program (GB) – Glen is in the process of developing a proposal for shire so this program can be provided externally. He asked Trish to approach Carmel to see if she could champion it for us with the shire. Explained to new board members why we want the program to continue - attract students to our school, makes a difference in student readiness for school and learning, and it develops positive relationships with school.</p> <p>Glen will keep the Board updated</p>	
5.2	<p>Recent Funding Successes- Future Facilities (GB) – playground grant of \$25000. Project manager visited today to discuss the possibility to update basketball court</p> <p>We need to look where other grants and support can come from. Another project would be upgrades to the Undercover area – closing it in and installing equipment that make it more like a hall.</p> <p>Board members please think about links to be made in the community and bring ideas to meetings</p> <p>Suggestions</p> <ul style="list-style-type: none"> • Image resources • Shane Kay – not family business any more • Building fund • Appeal approach - donations working towards goal crowd funding • Old scholars • Break projects into steps 	
5.3	Photos Of Board Members (TP) – next meeting	
6.0	Other Business	
	<p>PBS Update (Katy/Tamieka)- next meeting</p> <p>Module 2- Foundations of Successful School Boards (GB) – next meeting</p>	

7.0	Next Meeting	
8.0	Meeting closed/Adjourned	
	3:08	
Signed: 		
Chair		Date 24/5/2018