

BOARD MEETING

MINUTES - 17 May 2016

Present Alison Luobikis, Jason Beeley, Anne-Sophie Deleflie, Sharon Morris (P&C Representative), Katie Andrew (new Staff representative), Kate Yeomans (new Staff representative), Celeste Franklin, Bronwyn Denman (Proxy – Vicki Jack), Carolyn Cook (Executive Officer)

Apologies Vicki Jack

Additional: Community meeting – advertised on school website, letter from Principal (28 April 2016)

Meeting opened: 6:30pm

Previous minutes

Issue	Discussion	Action/s	Vote	Comments
Draft Board agenda on School website	Key focus: publishing the draft Board agenda on the school website in a timely manner	<ol style="list-style-type: none">1. The <u>draft</u> agenda will be provided to Board members within 7 days prior to the scheduled meeting.2. The <u>draft</u> agenda will be placed on the School website 3 to 5 school (working) days prior to the scheduled meeting.	Passed	
Notre Dame Project	Key concerns: staff input, timeframe, results, action vs further discussion	<ol style="list-style-type: none">1 There is to be engagement between Notre Dame and the school.2 Suggestion: Notre Dame present to staff and Board T3 Wk 7	No vote	School committees are currently working on Plan for Socio-emotional wellbeing. Contact has occurred between School and Notre Dame. Plan for proceeding have been discussed. No requirement at this stage for a Board or Staff presentation.

General Business

Issue	Discussion	Action/s	Vote	Comments
P& C Report	No report	<ol style="list-style-type: none">1. New P&C representative required	No vote	
Excursion Policy	No discussion		FEEDBACK	Passed

Issue	Discussion	Action/s	Vote	Comments
School Attendance Policy	All teachers required to apply the policy. School attendance is a school priority.		SOUGHT FEEDBACK SOUGHT	Passed
Student Behaviour Plan	<p><u>From the floor:</u> clarification on suspension policy.</p> <p><u>Board:</u> Concerns about the suitability of the policy for all students.</p> <p>How can the policy be communicated to the broader Community?</p> <p>Department policy (mandated) > school policy> classroom policy> individual behaviour management plan with parent involvement.</p> <p>Consider separating Department policy from application at Beaconsfield PS.</p>	<ol style="list-style-type: none"> Further clarification of the policy in relation to students with special needs. Interested Board members to meet with the Executive Officer to provide further feedback. Principal to clarify the school's suspension policy 	FEEDBACK SOUGHT	<p>No vote</p> <p>2hrs – Board Members plus Executive Officer finalised the Student Behaviour Plan 3/6/16.</p> <p>Staff endorsed 8/6/16</p>
School Annual Report	<p>Can school attendance data be strengthened to provide parents & community with more information?</p> <p>What strategies are being implemented to address poor NAPLAN writing results?</p> <p>Could the report highlight the impact of three different principals in one year?</p> <p>School Finance data is difficult for an audience to interpret.</p>	<ol style="list-style-type: none"> Executive Officer will investigate the availability of further school attendance data. Executive Officer will discuss the appropriateness of the Financial report with the Corporate services Manager. Principal will include feedback relating to improving writing in the next Principal's report. Interested Board members are invited to provide further feedback re: Annual School 	FEEDBACK SOUGHT	No vote

		Report to the Executive Officer.		
Budget		Held Over		Discussed Operational Budget and ongoing costs at meeting 14/6/16
Request to use school facilities for a two day holiday program	The program has been offered successfully at two other schools: Rosalie and Kensington. The focus is on school values. Concern about the religious nature of the program. Concern about the cleaning of facilities etc.	<ol style="list-style-type: none"> 1. Board role – recommendation as to whether the school supports the program. 2. School role – operational issues. 3. Board and School DO NOT endorse or promote the program; just offering the use of facilities. 	FOR: 7 AGAINST: 2	
Issue	Discussion	Action/s	Vote	Comments
Workforce Development Plan	Does the school pay different amounts for teachers dependent upon their experience? NO Is there a formula for staffing schools? NO Impact of LSL on staff changes and ultimately students. NOTED	Principal has offered to deliver an overview of Student Centred Funding Model (SCFM), as presented at the last Board meeting, to a future P&C Meeting. Request for LSL for the remainder of the year.	INFORMATION ONLY	
Principal's Report	Feasibility plan for STEM? Further information re: Boat? NAPLAN online: is the school ready? Clarification of EAL/D? Update on staff members? Could the door between the Year 1 classrooms be fixed as a priority?	<ol style="list-style-type: none"> 1. External parties have identified OS&H issues with a number of pieces of playground equipment. The equipment will be repaired (if possible) or replaced (if unable to repair). 2. The Board is unable to discuss individual staff members including their leave, future intentions or teaching allocation. 	INFORMATION ONLY	
Board – Visioning Paper	<u>Communication & Engagement</u> Parent survey (compulsory) –	<ol style="list-style-type: none"> 1. Board members identify potential Community members. 	FEEDBACK SOUGHT	

	<p>questions, previous surveys, engagement of parents What about a student survey? Could the school app be utilised?</p> <p>Community members on the Board – there is scope to co-opt two community members.</p> <p>Impact of the proposal on staff – minimal as staff already have to collect whole school data [literacy, numeracy and socio-emotional]. The Notre Dame is supportive of staff efforts</p>	<ol style="list-style-type: none"> 2. Notre Dame University to be approached regarding their interest in a Board position. 3. Principal and identified Board members to progress Notre Dame proposal as it is a strategic approach to monitoring the school’s performance. 4. Workshop for interested staff, parents, community and other parties to be organised in Term 3, 2016. 		
Issue	Discussion	Action/s	Vote	Comments
Amendment to Constitution	Publishing the Draft agenda and Board meeting minutes including reports.	<ol style="list-style-type: none"> 1. Draft clause will be placed on the school website for consultation. 2. Reports would be published if deemed appropriate. 		
Questions from the floor	Does the Board membership at tonight’s meeting reflect the Constitution?	YES. No further action required.		

MEETING CLOSED – 8:35PM