



Bambara School Board 2017

Minutes

Week 3 Term 2 2017

Agenda – Thursday 11 May 2017				
TIME:		Meeting location: Library Date: Thursday 11 May 2017 Opened: 5.30 to 7.30pm Present:	Who: <i>Identify person to lead discussion on that item.</i>	SB to: <i>Identify whether SB is to note, confirm or decide in relation to the item.</i>
5.30pm	1.0	Welcome and apologies		
2 mins		Apologies: Megan Huggett, Meegan Payne, Adam Duffy (resigned) Welcome to special guest Alicia Harlow and Maria Heenan (Playgroup WA)	MG	Note
2 mins <i>Pages 1-3</i>		Confirmation of agenda:	MG	Confirmed
	2.0	Disclosure of interests		
2 min		Any potential conflicts – No conflicts were declared	MG	Note
	3.0	Minutes of previous meeting		
2 mins		Endorse Minutes correct: <i>see separate handout</i>	MG	Endorse; moved: RS seconded: SS
5.38pm	4.0	Correspondence In / Out		
10 mins		Signage on oval re: dog users LK reported 5 signs 'No Dogs on School Grounds' were ordered and placed around the perimeter of school grounds a further 5 have been ordered 'No Dogs on School Oval' will be placed between Forrest Park and the school oval. There were two dogs on the school grounds today. Neither dogs were accompanied by an owner. The ranger was called however by the time the ranger arrived both dogs had left the grounds.	MP (absent)	Note
30 mins <i>Pages 4-5</i>		Response to Draft DES report; Feedback from M Hugget and M Goodwin was provided and will be incorporated into a response from the SB and BPS. Discussion around the Business Plan and Teaching and Learning sections.	LK/ MG	Discuss
6.08pm	5.0	Business Arising from Previous Minutes		
10 mins		Feedback Councillor Prime re oval fencing. Action: 1. C HP will take up the issue with S Ellery Minister for Education re school's concern about the oval. 2. LK to piece together the issues facing the school due to JCC dog exercise area's proximity to the school oval. 3. CHP will seeking additional funding for the fence.	LK/MG	Note

5 mins		Changes to Terms of reference re: <i>see separate handout</i> Elections Action: MG will provide re-wording for section 8.1 of the terms of reference	MP MG	Endorse Moved: RS Seconded: LK
7 mins <i>Page 6</i> <i>Page 7</i>		Proposed election date: Calling for EOI and nomination from parent community. Action: <ol style="list-style-type: none"> 1. SB election for the replacement of Adam Duffy will be conducted in Term 2. LK to send out letter to the community. 2. SB election will take place in Term 3 for the three staff and 3 parents who will be vacating their position on the school board. 3. SB agreed to use same letter as in the past. 4. ToR will reflect the changes to election of SB members i.e elections for new members will take place in Term 3. Newly elected members for the following year will be asked to attend SB meetings in Term 4. 	LK	Endorse Moved: DP Seconded: SS
20 mins		Playgroup WA – Special Guest Alicia Harlow and Maria Heenan Benefit of starting a playgroup affiliated with Playgroup WA at Bambara PS. P WA and DoE are partnered in promoting a Transition to School Playgroup. Significant impact on socialisation, parental engagement, link to school community and smooth transition to schooling. - suggest run 3 trial sessions to check for interest and viability - minimum of 3 families to become members with P WA. - program is funded by DoE and P WA. Action: <ol style="list-style-type: none"> 1. SB members to visit schools running similar programs. 2. Intention to trial program in Term 4 after marketing in term 3. 	RS	Note
6.50pm	6.0	Priority and Standing Items		
15 mins <i>Pages 8 -9</i> <i>Pages 10-12</i>		2017 On Entry results BP 2015-17 targets have been realised with significant growth in literacy and numeracy. Aboriginal Cultural Standards Framework SB accepted the proposed Aboriginal Cultural Standards Framework. The school will work closely with SB member C H-P to engage indigenous groups with the school. Standing item to review BP milestones was not included due to the recent DES review which included review and evaluation of BP milestones.	LK LK	Move, endorse: SS seconded: LK Move, endorse: CP seconded: MG
7.05pm	7.0	Reports and operational matters		

10 mins <i>Pages 13-14</i> <i>Pages 15-16</i> <i>Pages 17-18</i> <i>Pages 19-20</i> <i>Page 21</i> <i>Pages 22-25</i> <i>Pages 26-30</i>		Financial Reports (attached): Reports as of financial reporting on 30 April 2017: <ul style="list-style-type: none"> • Financial Report • Student Centred Funding Statement (printed 09/05/17) • Schedule 1 Student Centred Funding Statement (printed 08/05/17) • Student Centred Funding One Line Budget Statement (printed 09/05/17) • Schedule 2 break down of Variance • Schedule 3 RM Finance Comparative Budget Report • Student Centred Funding Comparative Budget Report (printed 09/05/17) 	LK	Move, endorse: MG seconded:LK
7.15pm	8.0	Other business		
10 mins		<u>Lease renewals:</u> Martial Arts: Australian Black Belt Academy Thursdays between 4-8pm \$25 per hour. Grace Baptist Church lease expires June 2017. Renew for 6 months at \$50 week. <u>Open Day – Thursday 18 May</u> LK provided a summary of events for the morning. 7.30am Hot cake breakfast, assembly, open classrooms, demonstration by running club, morning tea & open classrooms continue to 12.00pm <u>Criminal Screening:</u> SB members Criminal History Screening: Must be done online through DoE. Central Office paying cost of screening. Meegan will provide links with minutes and include information in providing 100pt ID. <u>Resignation from SB:</u> Adam Duffy <u>Preparing for the AR and SBP</u> TG requested the formation of sub committees to prepare 2017 AR and new Business Plan 2018-20	MP LK LK TG	Move, endorse: MG seconded: TG Move, endorse: MG seconded: TG Note Endorse: LK Seconded: MG
7.25pm	10.0	Next Meeting		
2 min		Thursday 8 June (Week 7 Term 2 2017) 5.30pm to 7.30pm	LK	Confirm
	11.0	Roundtable evaluation		
3 mins			All	
7.30pm	12.0	Meeting close		
		7.30pm		

Chairperson's signature: _____ Principal's signature: _____

Scribe person's signature: _____

STANDING ITEMS:

Term	Week 3	Week 7
One	Financial Reports:	Financial Reports
	Endorse Draft Budget	Endorse Proposed Budget
	Review Annual Workforce Plan	On Entry Data
	Annual Report Data	Annual Report – Edit
		Oversee Operational Plans
Two	Financial Reports	Financial Reports
	Business Plan Milestones	
Three	Financial Reports	Financial Reports
		Draft Budget – following year
		Draft Voluntary Contributions and Charges - following year
		NAPLAN results
Four	Financial Reports	Financial Reports
	Endorse Voluntary Contributions and Charges - following year	Draft Budget- Following year
	School Dev Days	Review On Entry Data
		NAPLAN Targets
		School Board elections
Incidentals / Other	Review policies	
	Short community surveys	
	Renew leases	
	Business Plan (3 yearly)	
	Surveying the Community (2 yearly)	
	Workforce Plan (3 yearly)	