

10 mins	<p>Open Day – summary/ outcome:</p> <ul style="list-style-type: none"> P & C feedback – liked idea of linking a P & C event to the Open Day – next time will have extra food; 1 parent felt because children were working they didn't want to intrude by going into classrooms; would've like the children to show them around. <p>SB response: Open Day was to give the community a feel for the learning program; Learning Journeys are an opportunity for children to walk parents around the school.</p> <ul style="list-style-type: none"> Staff feedback – were happy and positive with the Open Day. <p>LK – Janet Johnston received flyer from Mullaloo in community newspaper/ mail delivery. Flyer had lots of information.</p> <p>Look at advertising next Open Day in local newspaper and flyer distribution.</p> <p>RS – expecting an article on Bambara's recent Open Day in newspaper soon. MH – heard children on the flyer were no longer enrolled in the school & 1 former parent didn't want their children on advertising material.</p>	LK	Note
5 mins	<p>Changes to Terms of reference effective 08/06/17: <i>see separate handout (format/ page breaks updates)</i></p> <p>Moved: MG; endorsed: TG; SP; seconded: MH</p>	MG/ MP	Moved: MG Endorsed: TG; SP Seconded: MH
5 mins	<p>School Board elections – update</p> <p>LK – 3 nominations so far. Nominations close Monday – will need to run an election.</p>	MG/ LK	Noted: all
10 mins	<p>Playgroup WA – update</p> <p>LK – hasn't had a chance to visit other sites. RS – happy to visit sites with LK. TG – look at how to communicate/ market the different groups involved in the school. RS – market the groups</p> <p>MG - outcome: work in progress – carry forward to the next SB meeting.</p>	LK/ RS	Noted: all
2 mins	<p>Grace Baptist Church – terminated lease as moved back to the USA for 3 months.</p>	MP	Noted: all
3 mins	<p>Criminal Screening – update and further action required: apply online http://www.det.wa.edu.au/screening/detcms/workforce/screening/criminal-history-check/school-boards---councils--application-package.en?cat-id=3766928</p> <p><i>See separate handouts:</i></p> <ul style="list-style-type: none"> Criminal screening information for School Board members How to apply online Identification certification and verification <p>Action: MP to email the criminal screening link and information by the end of Term 2 early Term 3.</p> <p>SB members to action Term 3.</p> <p>School can certify I.D.</p>	LK/ MP	Noted: all

6.38pm	6.0	Priority and Standing Items		
0 mins		<p>Business Plan (achievement of milestones identified by DES review):</p> <ul style="list-style-type: none"> • Planning for 2018-2020 Business Plan – should be completed by current School Board members • Formation of sub-committees • Staff and community consultation • Developing new Business Plan targets – please refer to <i>separate handout School Planning</i> document <p>LK – should start in earnest; NAPLAN data not available until late August; SB needs to consider/ decide: what are school priorities. MG – suggest have a separate session/ meeting; suggest a Saturday morning. LK – needs to be combined effort with SB, staff and wider community – need community consultation; can still use same priorities (are universal). TG – feedback from wider community how we/ school is doing. SP – queried if the school get in a facilitator? LK – confirmed – use IPS support team; need broad not specific strategies. MG – identify a facilitator. SP – request facilitator email a framework so SB can prepare. LK – need to set priorities 2018-2020 Business Plan. SS – need to involve staff first. MG – need a reflection process for the current plan. LK – facilitators will give support in establishing 3 domains: academic excellence; collaboration and life-long learning. MG – use first half of Term 3 to reflect on how the current BP has gone; use the facilitators towards the end of Term 3; build in Term 4. MG/ MH – use the DES review report. LK – main DES review comments: use more specific targets (some targets weren't measurable); long term strategies e.g. iSTAR take at least 5 years before see results across all subject areas; SB needs to be more visible; number IEP's are putting pressure on teachers – DES team didn't grasp whole concept of IEP's. SP – suggest look at building on what we already have. TG – need to focus on increasing SB visibility in the community – seek feedback from the community. MH – queried if we'd had a previous mention of having a suggestion box? General consensus was agreed. LK – look at survey results and evolve into the BP to make SB more visible. TG – use P & C – very engaged with the school.</p> <p>Agreed action: <i>MG – reflection session in first half of Term 3; facilitator to walk us through what went well and what needs improving.</i></p> <p><i>MP – send an email 2 weeks before the reflection session to remind SB to read the relevant documents.</i></p> <p><i>MP – make documents available to SB on the Drop Box; DES review; 2 years of survey results (staff, parents and students); school board planning document; Business Plan 2015-2017.</i></p> <p><i>LK – arrange for a facilitator;</i> use first SB meeting in Term 3 as a reflection then use the facilitator.</p> <p>SP – suggested the facilitators give an outline/ template to work on.</p> <p>Noted by all.</p> <p>Additional discussions/ comments: Announcement of additional funding available to schools: LK – received an email advising under new initiatives, based on current numbers, BPS to receive \$24,000 in 2017 depending on jurisdiction; over next 10 years will received an extra 1 million based on current enrolments.</p>	LK	Discussion: Note: Moved: endorsed: seconded:

7.08pm	7.0	Reports and operational matters		
10 mins <i>Page 6</i> <i>Pages 7-9</i> <i>Pages 10-11</i> <i>Pages 12-16</i> <i>Pages 17-18</i>		Financial Reports (attached): Reports as of financial reporting on 31 May 2017: <ul style="list-style-type: none"> • Financial Summary Report • Student Centred Funding Statement • Student Centred Funding One Line Budget Statement • Student Centred Funding Comparative Budget Report • Student Centred Funding Cash Report Moved MP; accepted unanimous	LK/ MP	Moved: MP Accepted: all
7.18pm	8.0	Other business		
2 mins		<u>Lease renewals:</u> Grace Music International – expires 04/08/17. Current rate \$20 for first hour then \$10 each hour after that. Current usage 2.5 hours p/w Moved: MP; endorsed: SP; RS; seconded: MH	MP	Moved: MP Endorsed: SP; RS Seconded: MH
5 mins		School Board Development Program training modules – see separate <u>handout</u> MP – Max is “test” case to see if SB members can access the training module through DoE’s Portal. Action: MG to test Portal access log-on and if successful MP to add remaining SB non-staff members; advise of logins and how to access the training.	LK/ MG	Note/ discuss
		<u>New Agenda Item – Parking on School Verges:</u> MH – hard to see the road as cars are parking on the verge. LK – have installed bollards to go up on the weekends but ECH staff have advised that they are being parked in; staff cars have been reversed in to and one child collided into the side of a car. TG – corner of Austin Way and Gosse Road is a major issue. Very hard to see to pull out. Look at writing to the police and COJ. Action: LK – will check if there is a no parking on verge sign on the corner; contact the COJ/ police.		
7.25pm	10.0	Next Meeting		
2 mins		Thursday 03/08/17 5.30pm to 7.30pm	mg	Confirm
7.27pm	11.0	Roundtable evaluation		
3 mins			All	
7.30pm	12.0	Meeting close		
		Meeting closed at 7.10pm.		

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)	