



Beaumaris
Primary School

BEAUMARIS SCHOOL BOARD

17th June 2016

Meeting Minutes

8.00am in Biarra 2

School Board Meeting Minutes

17th June 2016

Meeting No. 4/2016
Meeting Location: Biarra 2
Meeting to Commence: 8.00am

ATTENDEES: Paul Blomley (Chair), Jo Stephens (Principal), Bec Brand, Kathryn Blomley, Jennifer Clarke, Leah Horton, Nick Hancock, Donna Davison (Executive Officer). Kristy Woodyard, Andy Battle, Jamie Adair.

ABSENT: Elin Gray, Steven Brown, Albert Jacob,

1.0	Welcome and Apologies	ACTIONS
1.1	Opening and Welcome <ul style="list-style-type: none"> • The meeting was opened by Paul Blomley at 8.00am. 	
1.2	Apologies:	<ul style="list-style-type: none"> • David White • Steven Brown
2.0	Disclosure of Interest	
2.1		“No declarations of conflicts of interest in regards to any items on the agenda were made verbally or received in writing.”
3.0	Minutes of Previous Meeting	
3.1	Paul presented to the Board the minutes of the March 2016 meeting for approval.	<ul style="list-style-type: none"> • 1 Abstentions • Endorsed by remaining 7
3.2	Actions arising from previous meeting:	<ul style="list-style-type: none"> • MANNA. We will be starting next term by collecting dry ingredients to accommodate “Adopt a Dish” The first dish will likely be a fish dish. • NAPLAN Online: The department visited our school and advised our Network is fine and capable.
4.0	Priority Item	
4.1	On Entry Assessment for Pre-primary	Presented by Jamie Adair. <ul style="list-style-type: none"> • The purpose of the Departments Info sheet is to provide teachers with an understanding of what the child brings with them when they arrive at school. This is Mandatory and Schools can choose to retest at the end of the year. • The blue lines are Beaumaris’s achievement – each dot point is different cohorts. • Progression point of 1 is expected by the end of Pre-Primary – challenging, not minimal standard. Beaumaris would want to exceed. • Bec Brand: Pre-Primary teachers have come up with some strategies to move forward with a targeted approach. • Action from data. We have the data now we can act on it. • Backward tracking with kids that where flagged in Pre-Primary. They will be re- assessed in Year 1 and 2, ready for NAPLAN in Year 3. • This will be linked to NAPLAN. The System will be looking at all data and how kids are tracking to Year 3, with predictions in time to see improvements from On Entry.
4.2	Principals Report	<ul style="list-style-type: none"> • Jo presented the last section of the Business Plan “Priority 3. A Safe, Supportive and Sustainable Environment. This will be going to the printers shortly. Blue print is a target and the black print is something to achieve. Core Themes include:

		<p><u>A Safe, Supportive Learning Environment:</u> Achieving a safe, happy and supportive environment for the staff and students, working with a whole school approach to encourage a Consistent Behaviour Program across our school. Behaviour will become part of our curriculum, developing a set of beliefs, with an understanding of the School Board and Community. One of our targets, Socials bullying. The kids were surveyed last year. Year 4 is a hot spot with bullying with small pockets of children being bullied on a daily basis, including Cyber bullying. Survey results showed children felt they couldn't go to teachers, this being something we will challenge by shifting Teacher perception. This will be reviewed annually.</p> <p><u>School Community:</u> Identifying families and students that need additional support for their health and wellbeing. Resources are at our disposal such as our School Chaplain and a case management process that both students and families can access. The school now has a Staff Wellbeing Committee "Happy Teachers, Happy Children" School culture needs to develop and grow allowing children to feel safe and have a voice. Resiliency and Leadership Programmes will be investigated this year to be implemented within the next year. The children's voice needs to be the vehicle within this space, e.g. the playground.</p> <p><u>Attendance:</u> The promotion of reaching our attendance targets will be made very clear to our parent community. One of the main areas of concern being extended time off due to vacations. The Principal letter is changing the culture within the community. There is a watch list for kids at risk. Lateness also an area of concern. Letter for unauthorised leave to be amended and now be signed from the Principal and The School Board: Endorsed By all in attendance.</p> <p><u>Communication:</u> Communication is an area of concern and requires some guidance. This was also brought up in the Exit meeting of our DES Review, Facebook and the P & C Meeting. Andy: Thinks this is more of a consistency situation and when we don't communicate. Andy has in the past worked on a document which specifies which channel to use for each form of communication. This needs to become a policy on how we deliver communication at Beaumaris. Use links for newsletters and term planners in an effort to redirect parents to our Website. A Committee was formed including Andy, Kathryn and Donna and will be put on the Agenda for the next meeting. Paul: Connect is now the time to implement. Positivity received at ORSHS.</p>
4.3	Mission Statement Update	Still awaiting Teacher and Student feedback.
4.4	School Board Survey Results	Paul: Main takeout from this survey is it doesn't tell us everything it potentially could as this is the first one and is therefore to be seen as a "base line" from which we can measure progress. The questionnaire is still a work in progress and is likely to change in the future. With the member group changing a lot recently there were some issues around training which we will address although we have done a lot of work on training over the last 7 months. Some time ago 3 subcommittee were set up, Policies and Procedures, New Member Pack and there was an Unanimous agreement about the size of the School Board and these committees will address a number of areas of concern raised.

4.5	Sub Committee Updates	Jo: Training stood out as an item of concern. This more so people had more of a clear understanding on their roles and discussions. Jo observed the request to be a little more quiet in meeting. Leah: Did everyone do survey? 9 people did it. Kathryn: Do survey again in 6 months. Andy: Change answer status. Yes/No answers compared to 1-10..
4.6	Any other Business	Nick Hancock to replace Vanessa on the Policies and Procedures Committee . Terms of reference to be updated first.
A	Correspondence Inward/Outward	
5.1	Inward:	Nil
6.0	Reports and Operational Matters	
6.1	Principal Report:	
6.2	Financial Reports	Financial Summary not presented as this meeting is still within the same month.
7.0	Other Business	
8.0	Next Meeting	
	Meeting number 5/2016 is scheduled for 12 th August 2016 in Biarra 2 at 8am	Proposed agenda items for next meeting: <ul style="list-style-type: none"> • Mission/Vision Statements •
9.0	Meeting close	
	The meeting was closed at 9.25am	

SIGNED (A/C CHAIR)

DATE