



Beaumaris
Primary School

BEAUMARIS SCHOOL BOARD

18th March 2016

Meeting Minutes

8.00am in Biarra 2

School Board Meeting Minutes

8th March 2016

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

ATTENDEES: Paul Blomley (Chair), Jo Stephens (Principal), Jennifer Clarke, Vanessa Blythe, Leah Horton, Kristy Woodyard, Nathan Keenan, Andy Battle, Nick Hancock, David White, Donna Davison (Executive Officer).

ABSENT: Albert Jacob, Elin Gray, Steven Brown, Rebecca Brand, Kathryn Blomley

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 8.02am. 	
1.2	Apologies: <ul style="list-style-type: none"> • Elin Gray • Steven Brown • Rebecca Brand • Kathryn Blomley 	
2.0	Disclosure of Interest	
2.1	The Board noted that there were no real, perceived or potential conflicts of interest experienced by any member in relations to the items on the Meeting No. 2/2016 agenda.	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 the Board with the minutes of the 26 th February 2016 meeting for approval.	Endorsed: 8 voted in favour 2 abstentions
3.2	Actions arising from previous meeting:	<ul style="list-style-type: none"> • Board Survey is now live and online. Results to be presented/discussed at next meeting. • The following members have agreed to oversee the following responsibilities of the Board <ul style="list-style-type: none"> - Communications – Kathryn Blomley - New Member Pack – Elin Gray - Policies and Procedures – Andy Battle, Vanessa Blythe, Donna Davison - Finance Committee – Leah Horton • Policies and Procedures to have a standing agenda item at future Board Meetings, in an effort to fulfil the gaps in the induction packs, create a parent friendly glossary of terms, and review policies as required.
4.0	Priority Item	
4.1	Principals Report	Jo Stephens presented her Principals Report. Copy attached. Items covered: <ul style="list-style-type: none"> • BPS has been selected to be part of the Online Naplan Trial with the plan to have a whole school rollout by 2019. This will focus on writing and keyboard skills. Jo and Jamie were invited to look at the software last year and is very intuitive and should alleviate issues of kids not being proficient with keyboarding skills as addressed by Leah Horton <ul style="list-style-type: none"> - Paul Blomley questioned whether the school was robust enough to cope with this. Jo explained the schools plan to re-cable and eliminate any concerns.

		<ul style="list-style-type: none"> • The school will become involved with a charitable organisation MANNA run by Bev & Jon Low. This organisation is volunteer based and works with the homeless society. BPS will contribute by donating food to complete one meal, e.g., Tuna Tuesday. The food will be displayed on stage and photos displayed to children after. The children will also have the opportunity to write cards to the homeless. • Business Plan: Last Thursday we released 10 staff to work on the Strategic Plan, focusing on HASS, Science, English and Maths. This exercise was based on recommendations from the IPS Review, teacher reflections, going forward, with the long term vision being 2018. • PBS (Positive Behaviour Support) program plans on being fully implemented and operational by 2018. PBS is driven by Statewide Services with one of the key focus having a whole school behaviour management approach between classrooms, at the moment it is similar but not consistent. • SAER (Students at Educational Risk)/Gifted and Talented: 2 teachers were released yesterday to investigate classroom scenarios, the operational plan, PBS and children on documented plans. As a result we have had a review of our HR provision, with the possibility of employing an extra EA for 3 days per week, at a cost of \$24000.00, to assist in these areas. <ul style="list-style-type: none"> - Paul Blomley brought to the Board's attention the Autism Unit at Ocean Reef Senior High School (ORSHS) and Connolly Primary School being the Teacher Development School (TDS) • Revisit of Vision/Mission Statement: Jo presented some examples to the Board from various schools. After discussion it was decided to email a 3 word statement or a statement to Donna by the end of March. Jen will do the same with the Student Council and Paul will email the P & C. We will then organise to vote on best statement.
4.2	Aboriginal Cultural Standards Framework	<p>This has just been released by the department, and was distributed to all School Board Members for review. The framework was developed following extensive consultation in 2015 with school staff and key stakeholders. It sets expected standards for all staff when working with Aboriginal students, their families and communities. The framework supports staff to reflect on their behaviors, attitudes and practices with a view to progressing from cultural awareness to cultural responsiveness so we can maximise learning outcomes for Aboriginal students. In 2016, it is expected that staff will familiarize themselves with the framework and undertake initial self-reflection and discussions about progress along the continuum. From 2017, it is expected that these reflections will be included in school planning. This practice will be part of our schools' ongoing improvement planning.</p> <p>We currently have 14 Aboriginal students at our school.</p>
4.3	Business Plan	<p>The Business Plan is still in draft format and open to change. It has 5 key areas which require active Board Development. Jo presented the Draft Version of "Strong Governance and Support" for review. Feedback received:</p> <ul style="list-style-type: none"> - Cafe style workshops for parents - Establishing a marketing lens, requiring self-reflection and how we market ourselves to the local community, with a possible survey to parents for feedback - Nick asked why we need to sell ourselves. Jo explained the SCFM

		<p>and the fact that to be able to sustain what we currently offer we need to capture as many as possible in our catchment, with the private schools being our main competition.</p> <ul style="list-style-type: none"> - The Goal was reworded to say “Strong Alliances” instead of “Strategic Alliances”
5.0	Policies and Procedure	
5.1		<p>As presented by Andy Battle (Minutes of Meeting attached), a Policy and Procedure Sub Committee has been formed. Any Battle has nominated to be Chair. Areas of discussion where:</p> <ul style="list-style-type: none"> - Member Induction Check List, items requiring attention being School Board Policy, Code of Conduct, Reporting Requirements, Glossary of Terms and Acronyms - Items agreed to be included in Member Pack - Board Policies to be reviewed on an ongoing basis. - Meetings to be at least once per term at least one week prior to Board Meeting.
6.0	Reports and Operational Matters	
6.1	Principal Report:	A copy of the principal’s report is attached.
6.2	Financial Reports	Report attached. We did not have enough time to present the Financial Report, but this report was emailed to all Members prior to the meeting for review,
7.0	Other Business	
8.0	Next Meeting	
	Meeting number 3/2016 is scheduled for 20 th May 2016 in Biara 2 at 8am	<p>Proposed agenda items for next meeting:</p> <ul style="list-style-type: none"> •
9.0	Meeting close	
	The meeting was closed at 9.32am	

SIGNED (A/C CHAIR)

DATE