



## School Board Meeting Minutes Aubin Grove Primary School

<b>DATE:</b>	15 <sup>th</sup> June 2016		
<b>TIME:</b>	4.30pm – 6.25pm	<b>MINUTE SECRETARY:</b>	Nina Collinson
<b>APOLOGIES:</b>	Justine McGillivray, Mesha Steel, Tanya Brian	<b>ATTENDANCE:</b>	Frank Pansini, Nina Collinson, Nola Smith, Kathryn Grezlc, Susan Reid, Jason Hunt, Stacey Colyer, Peter Currell.

ITEM REF	ITEM	LED BY	DISCUSSION / PROGRESS REPORT	ACTION & TIMELINE
1.	<b>Previous Minutes</b>	<b>Justine</b>	Nola moved that the minutes of the 18 <sup>th</sup> May 2016 be accepted. Seconded by Susan with all present in favour.	
2.	<b>Budget</b>	<b>Frank</b>	<p>Frank directed board towards initial income and starting budget including how it has currently been allocated and/or spent at this stage. Special mention was made of the Voluntary Contributions from families. It is still early in the year and no reminders have been sent out at this stage. This is not an area of concern currently. Frank and Mesha are in the process of investigating more play equipment for senior children including rope structures. Peter to become involved with assessing locations and equipment choices.</p> <p>Jason moved that the budget of the 15<sup>th</sup> June be accepted. Seconded by Stacey with all present in favour.</p>	
3.	<b>Principal's Report</b>	<b>Frank</b>	<p>See attached Principal's Report dated 15<sup>th</sup> June 2016.</p> <p><b>Enrolments:</b> 1103</p> <p><b>Car park:</b></p>	

		<p>New signage has been installed at the front of the school replacing the old, weathered school signs.  Another new sign is now in place at the bottom of the Camden Bvd car park. It says Student Drop Off and Pick Up.  A new crosswalk has been installed here too to make this place more visible to drivers, safer for pedestrians. This is the point where cars are now stopping, making this car park a kiss 'n' drop style zone.</p> <p>Driver behaviour now appears to be much improved especially as members of the school admin team are on supervision duty every day at key points in both car parks.  As another part of our strategy to ensure students get to and from school safely, Snr Constable Mark McInnes addressed the Senior assembly speaking on the topic of road safety, safe pedestrian habits and safe cycling and scooting behaviours.  Mark is a Dad at our school and did a great job and will be asked to speak at our junior assembly soon.</p> <p><b>Lyon Rd Car Park upgrade</b>  This is scheduled to commence on June 19<sup>th</sup> or thereabouts, depending on the weather and when the contractors finish the upgrade at Atwell PS where they are currently working.  The work should take 4-5 weeks to complete.  The Lyon Rd car park will not be in use for parents for the last two weeks of this term and possibly the first week back in Term 3.</p> <p>Thanks to Justine, working on behalf of the School Board, the City of Cockburn has agreed to allow the school to use the reserve on the other side of the school on Camden Bvd for staff to park during the upgrade. This will free up the staff car park on Camden Bvd for the parents who normally use the Lyon Rd car park.  Frank will publicise this as soon as confirmation is recieved of when the upgrade will commence.</p> <p><b>Visible Learning and Growth Coaching</b>  On the SD Day on June 3<sup>rd</sup>, staff commenced its Visible Learning journey with a whole day training day. Corwin Australia, Professor John Hattie's contracted professional learning team, flew over from Melbourne to work with the teachers, education assistants and admin.</p> <p>On Thursday, two of them they met with the admin team as part of our School Capability</p>	<p>Frank to publicise car park closure when possible.</p>
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4.	<b>Board Survey</b>	<b>Justine</b>	Moved to next meeting as Justine unable to attend.	
5.	<b>Biennial Community Satisfaction Survey</b>	<b>Frank Nola</b>	<p>Biennial Community Satisfaction Survey – mandatory survey. (To be completed electronically in late Term 3) Please read through the questions provided to the board (hard copy) and if there are any other questions we could include/exclude bring these to the next meeting.</p> <p>We have to survey ourselves (board) next semester. Justine is drafting and will bring to the next meeting.</p> <p>The Academic Extension Program for senior students chose to survey the community, devising their own questions and topics addressing cultural diversity within the school. They are collecting the data and compiling/analysing the data. Students want all surveys returned (one per family) – currently 625/740 returned. Children to follow up on remaining surveys through phone class home. Children will select one aspect from all the data and create an initiative based on it. Kids Matter will also select an aspect to focus on and all results will become an ongoing project and point of future discussion and initiatives as per our school business plan.</p>	<p>Board to review BCSS questions.</p> <p>Justine to create board survey.</p> <p>AEP Students to attend and report on data analysis at the next meeting.</p>
6.	<b>Classroom Blogs</b>	<b>Stacey</b>	<p>Feedback on classroom blogs – some parents are only checking emails not actual blogs and missing information. Are there too many communication methods in use? Emails/App/Blogs/Newsletter etc. Do we need to streamline the services we use? Parents want Facebook pages for classes – Suggested seesaw app as an alternative. All staff may need to select one format for the class blogs (currently 3 within the school) so there is unity in the way they display and what the parents can access.</p>	<p>Frank to investigate Seesaw app idea.</p> <p>Frank/admin to investigate streamlining of communication services.</p>
7.	<b>Early Childhood Update</b>	<b>Kathryn</b>	<p><b>Kindy Structure Update</b> (Early childhood data component to be presented next meeting) National Quality Standards are being implemented into Early childhood – K-Yr2. (More</p>	Survey community via

			<p>information to come next meeting).</p> <p>Children are entitled to an average of 15hours of Kindy a week Current fortnight runs – 2 groups: Group A on Mon &amp; Thurs / Group B on Wed &amp; Fri and both groups attend on alternate Tuesdays)</p> <p>New possible structure would include consecutive days so A group would run Mon/Tues and B group Thurs/Fri with alternating Wednesdays for both groups.</p> <p>Issues identified include – child fatigue early in the year, early close creating less time on Tuesdays so possible changes to Monday timing eg. finishing at 3pm to average out the hours to being fair. Also Public holidays and SSD.</p> <p>Kindy enrolments close soon, therefore we need to make a decision/consult with the community before we can publish our Kindy Days for parents to mark their preferences.</p>	<p>Facebook page to canvas previous, current and prospective parents.</p> <p>Then run survey monkey or voting option.</p> <p>Results will be emailed out to board for consider and vote on final decision.</p>
8.	Kids Matter Update	Mesha	Mesha unable to attend and therefore this will be addressed next session.	
9.	School Leavers Shirts	Tanya Frank	<p>New company for the past two years providing the shirts. All positive feedback regarding new company so far.</p> <p>Children were surveyed on their likes/dislikes of the shirts.</p> <p>Kids across all three classes, key messages are they like the thinner material but they don't like that the buttonholes are so small, hard to button up.</p> <p>Parents mentioned that some kids need a new shirt half way through the year as they grow. Possibly do a second order part way through the year for seconds and new students?</p> <p>New version of shirts next year to allow for increasing numbers of names on shirts.</p> <p>Tanya to readdress this next meeting.</p>	Reordering to be investigated.

NEXT MEETING:	10 <sup>th</sup> August 2016 – 4.30pm
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Minutes approved:

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**Justine McGillivray**  
**Board Chair**

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**Date**