



School Board Meeting Minutes Aubin Grove Primary School

DATE:	18 th May 2016		
TIME:	4.30pm – 6.10pm	MINUTE SECRETARY:	Therese Turner
APOLOGIES:	Jason Hunt, Stacey Colyer	ATTENDANCE:	Frank Pansini, Nina Collinson, Justine McGillivray, Mesha Steel, Emily Turner, Nola Smith, Susan Reid, Joan Weston, Tanya Brian

ITEM REF	ITEM	LED BY	DISCUSSION / PROGRESS REPORT	ACTION & TIMELINE
1.	Previous Minutes	Justine	Justine moved that the minutes of the 23 rd March 2016 be accepted. Seconded by Nola with all present in favour.	
2.	Budget	Frank	<p>Mesha moved that the budget of the 18th May be accepted. Seconded by Emily with all present in favour.</p> <p>Frank asked the Board to take a look at the 'Imagination Play' website when they had a chance and in particular to the rope structures. The school is looking to procure a couple of rope structure play equipment.</p>	
3.	Principal's Report	Frank	<p>See attached Principal's Report dated 18th May 2016.</p> <p>Tanya commented that classroom representatives could help to get the message out to parents to follow the new newsletter 'The LEAF' blog.</p> <p>Frank asked the Board for their feedback on the new newsletter layout.</p>	<p>Tanya to chase up with School Representatives.</p> <p>Board to report back at next meeting.</p>
4.	Start and Finish Times	Frank	Agenda item deferred to the next meeting.	
5.	Camp Australia Report presented by Amanda Nixon and Sandra Gay	Frank	<p>Frank introduced Amanda Nixon, Regional Coordinator and Sandra Gay, Service Coordinator from Camp Australia. Camp Australia recently completed a National quality framework assessment which is an external review. They are expected to meet the standards met by Education and Care Regulatory Unit. They received a very positive result that they would like to share with the Board.</p> <p>Sandra advised the assessment was based on seven national quality areas being:</p> <ol style="list-style-type: none"> 1. Education program and practice 2. Children's health and safety 3. Physical environment 	

			<p>4. Staffing arrangements 5. Relationships with children 6. Collaborative partnerships with families and communities 7. Leadership and service management</p> <p>Within these areas there are a total of 58 elements. Camp Australia met 56 of the 58 elements. The two elements that were not met were: 6.3.1 Links with relevant community and support agencies are established and maintained. 6.3.4 The service builds relationships and engages with their local community.</p> <p>They are currently looking to implement different activities and community involvement to meet these elements. Some ideas or events that they may consider are Constable Care visits, parent tradesman/nurses/armed forces to present to the children i.e. basic first aid, obstacle course training.</p> <p>Camp Australia have asked for a reassessment to review the two elements they were unsuccessful in once they have met these elements.</p> <p>Frank congratulated Camp Australia on an excellent result. Several members of the Board commented on the improvements and positive feedback they have witnessed for themselves and received from other parents of the school.</p> <p>Camp Australia's National Coordinator called Frank to see if the school would be interested in reopening negotiations for a longer contract. The contract would be for 2016 to 2018. Frank will speak to the Education Department Procurement Department to see if this is allowed.</p>	
6.	Board Survey	Justine	<p>A School Board survey is undertaken each year to gather the Board members perceptions and effectiveness of the School Board. Justine and Frank are currently putting together a list of relevant questions. Justine asked if anyone on the Board would like to do the analysis of the survey once completed. Susan has offered her services for the analysis of the survey data.</p>	<p>Frank and Justine to present the list of questions at the next meeting.</p>
7.	Biennial Community Satisfaction Survey	Frank	<p>A biennial Community Satisfaction Survey is to be completed every two years. Frank is currently putting together sample questions for this survey. Frank asked for volunteers from the Board, preferable two people to run this survey.</p>	<p>Frank to present sample questions at the next meeting.</p> <p>Board member (x2) to volunteer at next meeting.</p>
8.	Board Training – 1st June	Frank	<p>School Board training has been arranged by Atwell College for Wednesday, 1st June from 6pm to 8pm. Nina, Stacey and Justine will attend the training.</p>	
9.	1:1 Program Alternative	Frank	<p>Frank received information from a parent advising of the possibility of Windows laptops being able to run an Apple interface/environment. Frank and Nola will send the information to two independent companies, possible Winthrop and Solutions IT for their feedback. Feedback to be reported back to the Board.</p>	<p>Frank and Nola to feedback findings to the Board once received.</p>

			It was suggested that the MacBook program information be sent to parents earlier, possible before the student is in Year Three. This could help allaying misinformation of the program.	
10.	School Parking	Justine	Justine wrote to local Councillors about our current parking issues and asked for them to attend the school to see the issues for themselves. Justine and Frank met with Councillor Steve Portelli at the school. Steve was able to see first hand our current issues and was able to take photos of the congested parking, illegal parking, witness the chaos with school buses dropping off students after swimming lessons. Steve has recommending the possible use of the park across from the front office for staff parking during the two week construction period. The City of Cockburn has agreed to this, subject to conditions for use. Frank has referred this to Facility Management provided in the Department.	
11.	School Board Resignation	Justine	Emily will be resigning from the Board. Justine thanked Emily for her time and contributions. Emily is leaving to concentrate on her Masters degree.	Frank will email parents with the availability of a Board position. Therese to update the Board contacts on the website.
12.	Harvard Graduate School of Education Fellowship Program	Justine	Justine congratulated Frank on winning his position on the fellowship program. 10 Primary Principals and 10 Secondary Principals were selected for the fellowship program.	
13.	Wandi Primary School	Frank	A community representative from the Wandi area is required to be on the panel for the selection of the new Principal. Frank sent out an email but is still waiting for a response.	
14.	Classroom Blogs	Stacey	Agenda item deferred to the next meeting.	Stacey to present her feedback at the next Board Meeting.
15.	Dropbox	Tanya	Tanya asked to be added to Dropbox.	Therese to add Tanya to Dropbox.

NEXT MEETING:	15 th June 2016 – 4.30pm
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Minutes approved:

Justine McGillivray
Board Chair

Date