



School Board Meeting Minutes Aubin Grove Primary School

DATE:	23 rd March 2016		
TIME:	4.30pm – 6.31pm	MINUTE SECRETARY:	Nina Collinson
APOLOGIES:	Mesha Steel, Emily Turner, Susan Reid, Joan Weston, Tanya Brian	ATTENDANCE:	Frank Pansini, Justine McGillivray, Jason Hunt, Nola Smith, Stacey Colyer

ITEM REF	ITEM	LED BY	DISCUSSION / PROGRESS REPORT	ACTION & TIMELINE
1.	Previous Minutes	Justine	Stacey moved that the minutes of the 24 th February 2016 be accepted. Seconded by Nola with all present in favour. Justine signed.	
2.	Budget	Frank	<p>Budget: Frank gave insight into how schools are funded. Student centred funding document – shows where all money comes from within the school (students, staffing, demographics etc). Census (12th February 2016) – all students present on the day are counted. Delivery and performance agreement – will be presented at the next meeting. Nola and Justine and details signed this documented in 2015 and it outlines where the money will be spent. All schools have to spend 96% of funding allocated each year within the year. Operational One-line budget statement – details locally raised money in addition to student centred funding and details total budget for 2016. Flexibility in the current budget to ensure the future of the school while keeping up with maintenance and improvements.</p> <p>Stacey moved that the budget on the 23rd March 2016 be accepted. Seconded by Nina with all present in favour. Justine signed.</p>	
3.	Principal's Report	Frank	<p>See attached Principal's Report dated 23rd March 2016. Enrolments: 1103</p> <p>Lyon Rd Car park Upgrade: This will take place in April/May and the car park will be closed for up to 6/7 weeks. Frank has written to the Chief Engineer at the City of Cockburn to gain approval for parents to park on the oval during the works. His response is for the staff to park in the area behind the goals on the oval and to leave the car park as an overflow for parents.</p>	<p>Frank has written to Council seeking support for upgrade works. Justine to write to council and</p>

		<p>This is not practical and Frank will go back to him to try to arrange an alternative option.</p> <p>Playground Upgrade: Frank has met with personnel from the Dept of Education and Building Management Works (BMW) seeking upgrades to our Year 1/2 playground area. We are requesting a hard surface in place of the grass and shade and hard cover overhead to make the area a more sustainable and useful area. We are also requesting alterations to the front office to make our cramped office spaces more effective and roofing over the space between Rooms 36/37 and the Art courtyard. We are confident that we will get the Year 1/2 playground work and the Rooms 36/37 roof approved. Hopeful, not confident of the rest of the work. Work is scheduled to be completed by June 30.</p> <p>Emergency Management Planning: The school had its first Evacuation Practice under our new EMP today. We have contracted Dynamiq (Trusted Emergency Management) to work with us to develop an Effective Plan for all situations, train our staff and independently evaluate our first drill.</p> <p>Feedback was very positive and only a couple of small items were noted: One classroom door was unintentionally locked on departure The deployment of the Wardens and the time they took to report back took a little longer than we'd like. We expect these to be easily overcome.</p> <p>This was a planned evacuation. We will have another one this term that will be a surprise and very realistic drill and then we will do the same each term focusing on different scenarios including lock down and bomb threat.</p> <p>Fathering Project: The Dads of Aubin Grove (DAGS) are off to a great start. Frank met with five dads recently following the initial meeting at our public School Board meeting on February 22. They are the planning group and have chosen a representative (James Clark) to be our liaison with Colin West at The Fathering Project.</p> <p>James has set up a DAGS Facebook page as a way of establishing communication and giving fathers and father figures a vehicle to get information, become involved in discussions, find out about events and "try before they buy".</p> <p>The first event is a BBQ on May 11 in the undercover area at 7:00. A speaker from the Fathering Project will attend and the group aims to get ideas and feedback from those who attend for future events that will be a combination of fathers/father figures only and fathers/kids.</p> <p>The planning group will meet again before and after this event to ensure that the night is well organised and that the ideas generated from the night are used to create a timeline of upcoming events for the remainder of the year. Details will be sent via the school newsletter and email to all families.</p> <p>Woolworths at Harvest Lakes to be approached for possible donations in regards to the BBQ.</p>	<p>encourage other ratepayers to do the same.</p> <p>Justine to contact Community of Aubin Grove for support.</p> <p>Steve Portelle to be invited out by Frank and Justine to observe situation.</p> <p>Frank to go back to Chief Engineer to try to arrange alternatives.</p> <p>Frank to approach Woolworths at Harvest Lakes to be approached for possible donations in regards to the BBQ.</p> <p>First event is a BBQ on May 11th 7pm in the Undercover area.</p>
--	--	--	---

4.	Start and Finish Times	Frank	<p>Feedback from Parent and P&C: Parents do not want the lunch and recess time being shortened, however teaching staff observed that eating time could be shortened. Parents are in favour of earlier start time and unified finish time. Parents feedback not too keen about finishing time being earlier every day, however Camp Australia have confirmed that they will not increase charges if we do finish at 2.30 every day.</p>	<p>Frank to come to next meeting with some alternative scenarios for discussion.</p> <p>Possible survey monkey of parents in the future.</p>
5.	Review School Homework Policy	Frank	<p>Parent Comments: Like the homework grid as it is holistic and families can work together on it. No homework requirements for Kindy and Pre-primary aside from reading. Like to keep homework time (requirement) low where possible and be able to negotiate with teachers. Parents would like to know expected/recommended time for each year group to spend on homework. Parents do not like home projects in addition to normal homework. Parents found that some classes within the same year level had different amounts of homework. Need for consistency across year levels. Teachers in early childhood have shrunk the grid from 9 to 6 squares.</p>	<p>Add to Home Work Policy – department expected/recommended time for each year group to spend on homework.</p>
6.	New Lost Property Arrangements	Frank	<p>Lost Property: Lost property is going to be put into two boxes – one for uniforms, one for non-uniform items. Two student leaders are going to run a collection point for lost property for 20 minutes in the morning before school. Lost property is then kept within the office. Parents may access lost property outside of the 20mins from within the office from the ladies. Every Monday anything that is left in the 'others' box will be thrown out or donated to the Good Sammys bin.</p>	
7.	Feedback on Parent/Teacher Interviews	Frank	<p>Parent Feedback: Parent wanted a written answer detailing where their child should be by the end of the year in comparison to the rest of the class (eg. Their child's score/class average). Teachers happy to give verbal but not written within the Progress Folder. The focus is to compare the student to themselves and see their progress throughout the year. Parents happy to have an earlier meeting with teachers to go through start of year things and settling in etc. Parents want longer meetings, 15min is not enough although they understood that they can schedule another meeting. Parents feel like the information was current and very honest. Some parents do not like the 11.45am close. However the policy says we can do two of these a year but we only do it once.</p> <p>Would a full day closed to allow for 20min interviews be better?</p>	
8.	Parent Community Feedback		<p>Parents communicate that there are lots of SSD Days however they have confused the Easter long weekend as a SSD. – Frank to send a message out to clarify.</p> <p>Questions regarding Wandu School with children who are already at AGPS, where do they go? What about pre-primary? Frank is waiting on a directive regarding this. Wandu Principal will be appointed hopefully next term. Will report back to board next meeting. We have started taking 2017 Kindy and pre-primary applications (different to enrolments).</p>	<p>Frank to send out a message in newsletter to families clarifying Tuesday.</p> <p>Frank waiting for more information will report back</p>

		<p>Parent – how do you allocate children to classes? School has decided not to move children with groups of friends. We will try to make sure children have a friend or two. Classes are focussed on other aspects surround their learning and creating positive learning environments and dynamics. We want children to make lots of friends and mix within their year group, not stuck in the same cliques through the school. Transition Day in the previous year helps to support this.</p>	<p>when he has more information.</p>
--	--	--	--------------------------------------

<p>NEXT MEETING:</p>	<p>18th May 2016 – 4.30pm</p>
-----------------------------	--

Minutes approved:

Justine McGillivray
Board Chair

Date