

School Board Meeting Minutes Aubin Grove Primary School

DATE:	22 nd March 2017		
TIME:	8.45am to 10.45am	ATTENDEES:	Frank Pansini, Justine McGillivray, Mesha Steel, Nina Collinson, Jason Hunt, Stacey Colyer, Susan Reid, Jason Hunt, Jaye Vaughan-Davies
MINUTE SECRETARY:	Therese Turner	APOLOGIES:	Joan Weston, Nola Smith

ITEM No.	ITEM	LED BY	DISCUSSION / PROGRESS REPORT
1.	Previous Minutes	Justine	Nina moved that the minutes of the 22 nd February 2017 be accepted. Seconded by Stacey with all present in favour.
2.	Review of Actions	Justine	Reviewed by Board. See separate action list.
3.	Budget Update	Frank	<p>Frank explained to the Board the process of how schools are funded.</p> <p>The proposed budget approved by the Board was constructed from a forecast of student numbers and previous years spending. The exact student numbers and the actual funding allocation is confirmed once Census is completed during Term 1 of the current year.</p> <p>The Student Centred Funding document shows where all money comes from within the school (students, staffing, demographics etc). The Operational One-line Budget Statement details locally raised money in addition to student centred funding money and details the total budget for 2017.</p> <p>Frank to publish a post outlining classroom configuration and student numbers for parent information. ACTION: FRANK</p> <p>Frank to present the percentage of voluntary contributions received in 2016 for discussion at the next Board meeting. ACTION: FRANK</p> <p>Mesha moved that the budget of the 22nd March 2017 be accepted. Seconded by Jason with all present in favour.</p>

4.	Principal's Report	Frank	<p>Enrolments: 1152</p> <p>Harmony Day The recent Harmony Day celebration on Friday March 17 was a great success. Identifying, acknowledging and celebrating the school's cultural diversity and the many countries of origin of our students is a priority in our 2015-2017 Business Plan. This event, planned and carried out by our Kids Matter: Health and Well-Being Team, was a significant step forward in achieving this priority.</p> <p>I would like to thank the Kids Matter team and the many parents and student who participated so enthusiastically to make the day such a success. Our intention has always been to make our school inclusive of and welcoming of all families. It has also always been the desire of the P&C to involve parents from other cultures more in the P&C's activities in the school. I believe that days such as this, will help to make all families feel they are welcomed and that they do belong in the school and hopefully in turn, that will translate to more involvement in other areas.</p> <p>Our plan is to grow Harmony Day next year, possibly to coincide with the mini-fete so that we have one big family/community event that brings all families and cultures of Aubin Grove together.</p> <p><i>Feedback from the Board:</i></p> <ul style="list-style-type: none"> • <i>Board suggested a parent picnic/multicultural event/parent day, with parents only and no students.</i> <p>Planned Building Works</p> <ul style="list-style-type: none"> • New carpets to Rooms 4,5,21 and 22. School to pay for one (\$3230 and rest paid for by Dept. of Education). • Evaporative air conditioners in all demountables (the eight that have them) have all been serviced. I have requested that all eight be replaced with split systems and am hopeful that this will happen (cost is about \$120,000, to be met by DoE). • Bollards to be installed in the Lyon Rd carpark to prevent illegal and dangerous parking to continue (cost about \$7500 to be met by school). • Floor coverings and wall panelling in new art room courtyard enclosure to enable this space to be used as a small group teaching area for instrumental music and a green screen for filming and IT projects (cost about \$8000 to be met by the school). • Plumbing: <ul style="list-style-type: none"> ○ Four new refrigerated, filtered water fountains to be installed in front of each block, in addition to our existing bubblers. Will include bottle fillers. Existing bubblers will have water bottle fillers added. ○ Current waterless urinals converted to automatic water flushing urinals. Number of urinals will be doubled from the current four to eight (one in each student male toilet to become two). ○ Total costs of above is \$37000, to be met by DoE) • Deputy Principal office refurbishment: storage cabinets and shelving to be built in (cost \$7000 to be met by DoE)
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			<ul style="list-style-type: none"> • LED sign at front of school to be erected with large screen for messages, pictures (cost around \$51000, to be met by school). <p>School Website The school's new website is now complete. Thank you to Therese Turner and Liz Rothwell for their great work in doing this in consultation with the website developer. The website is a multipoint site that contains all the school news and class blogs in one location, for the convenience of parents. Parents will only get news from the school by subscribing to the school news and their own children's class blogs. News is now sent out via:</p> <ul style="list-style-type: none"> • Website (school news and class blogs). • Aubin Grove app for phones and tablets. Urgent, important and/or emergency notifications. It is linked to the website and can be used for notifying school of absences. Parents have access to calendar, etc on this app. • Families of Aubin Grove Facebook page. It is the school's official Facebook page and a way to gain official information and dependable, trustworthy responses. (Mummies of Aubin Grove has no connection to the school and is not recognised or used by the school). <p><i>Feedback from the Board: A parent concern raised that anyone can access classroom blogs/website and or see pictures of their children. Frank advised that any parent can advise the office if they do not wish their child to have image publication permission and therefore they will then not be on the website or any publication. The website or classroom blogs are a public domain.</i></p> <p>Chemical Free Trial Our school is trialling a new chemical free cleaning plan to be used by all our cleaning staff. Rather than using our current cleaning chemicals we will be using a new product that is water injected with ozone gas that is 100% environmentally friendly and safe.</p> <p>We have chosen to go ahead with this for the above reason but also because it is a far better option for students who suffer from asthma and other allergies.</p> <p>I will share the results of the trial once they become available to me.</p> <p>Library upgrade Will take place during the school holidays and will transform the library into a 21st Century school library, making it a more flexible, effective and student friendly environment. We will be placing a call out to all parents who can help us in the last week of term to remove all existing books from shelves and move out the current shelving to make way for the new ones. Please help if you can because a company quoted us \$6000 to do this job and we thought we could save this money with some community support and teamwork. Overall cost to the school is approximately \$55000.</p>
5.	Welcome Wall	Frank	Frank presented the Welcome Wall design sketch to the Board. A parent who is a registered builder and brick layer has offered to construct the brick wall at no charge to the school.

6.	Seatbelts on School Buses	Frank	<p>Frank to create a post on the website outlining the school's 'Seatbelts on Buses' practices. ACTION: FRANK</p> <p>Frank to follow up with the two parents that made enquiries regarding seatbelts on buses to see if they are satisfied with the response/follow up they received from the school. ACTION: FRANK</p>
7.	Chaplain & Art Therapy Update	Mesha	<p>Potential candidate Matt Cunningham is no longer available for consideration.</p> <p>Art Therapy sessions have commenced with Emma Hill and have been well received. Emma is an Art Therapy student who is conducting her final practicum experience at Aubin Grove PS to achieve an Advanced Diploma in Art Therapy. Emma has completed an Aubin Grove PS staff induction and is also bound by ANZATA (Australian and New Zealand Arts Therapy Association) code of ethics, which outlines her obligations surrounding student and parent confidentiality. Emma will be working across all year levels in either small groups or one to one sessions. Emma has also made herself available to parents. Teachers will nominate students to be involved and parent permission will be sought prior to any session participation.</p> <p>Frank suggested the school look into the costs and process of keeping Emma at Aubin Grove PS once she has completed her practicum experience. ACTION: FRANK/MESHA</p>
7.	Student Leadership Process	Frank	<p>Frank asked if the Board thought it would be beneficial to have Board representatives present for the counting of the votes. The Board believe this is not necessary and the process in place is transparent and sufficient. In the case of an appeal by a parent of the results the Board has agreed to do a recount.</p> <p>The Board to review the generic criteria of the selection process of book award winners at a future Board meeting. Therese to add as an agenda item at a future meeting. ACTION: THERESE</p>
8.	Parent Community Feedback	Justine	<p>Jaye raised a recent parent complaint of bad behaviour at a local park that had a parent post inappropriate comments via Facebook. Frank advised the school does not have jurisdiction outside of school grounds before or after school and that the appropriate authorities should be notified (eg. Police, Cockburn Council, Ranger).</p>

NEXT MEETING:

17th May 2017 – 8.45am

Minutes approved:

Justine McGillivray
Board Chair

Date