

## School Board Meeting Minutes Aubin Grove Primary School

<b>DATE:</b>	23 <sup>rd</sup> November 2016		
<b>TIME:</b>	8.45am to 10.45am	<b>ATTENDEES:</b>	Frank Pansini, Justine McGillivray, Nola Smith, Mesha Steel, Nina Collinson, Joan Weston, Jason Hunt, Peter Currell, Stacey Colyer, Susan Reid, Peter Currell, Jason Hunt
<b>MINUTE SECRETARY:</b>	Therese Turner	<b>APOLOGIES:</b>	Emma Arnett

ITEM No.	ITEM	LED BY	DISCUSSION / PROGRESS REPORT
1.	<b>Previous Minutes</b>	<b>Justine</b>	Nola moved that the minutes of the 2 <sup>nd</sup> November 2016 be accepted. Seconded by Stacey with all present in favour.
2.	<b>Budget Update</b>	<b>Frank</b>	<p>Jason moved that the budget of the 23<sup>rd</sup> November be accepted. Seconded by Susan with all present in favour.</p> <p>Items committed for purchase in Term 4 but not included in budget presented:            \$60,000 - Library refit            \$50,000 to \$60,000 - School LED signage            \$100,000 - Playground            \$60,000 - Computers</p>
3.	<b>Principal's Report</b>	<b>Frank</b>	<p>Frank advised that the Board should not have a P&amp;C representative member unless they have been elected through the Board election process.</p> <p><b>Enrolments:</b> 1112</p> <p><b>2016 WA Education Awards</b>            The winners will be announced on Monday, November 28 at a special function at the Crown. The Education Department will be streaming the awards live on their website starting at 7:00. School of the Year will be announced at about 7:20am</p> <p>Justine has been invited as School Board Chair and will attend along with all members of our Admin Team.</p>

We are hosting a staff breakfast on the morning of the event. All staff have been invited to come into the library and enjoy tea/coffee and muffins etc while watching the awards on the interactive whiteboard.

All members of the Board are welcome to attend!

Fingers crossed for a perfect result!

#### **Staffing 2016**

Nearly all positions have been filled for 2016. We have recently appointed two new Art teachers following the process that concluded on November 8.

We have a few part time positions left to fill and we will be finalizing those in the next few days.

#### **Highlights of the Year**

It has been another outstanding year for our school, one in which we have grown to become the biggest primary school in the state, whilst still maintaining and even raising the standards we have set for ourselves. Highlights include:

- We have achieved excellent results in NAPLAN and improved on the results we achieved in 2015, getting back to the levels we have enjoyed in all our previous years.
- We have achieved almost all the goals in our Business Plan, excelling in most areas, demonstrating the success of our strategies we have put in place.
- Our two TOM teams reached the State final.
  - The Social Science team won the Creativity Award for best spontaneous award but didn't proceed past this stage.
  - The Language Literature team won the state final and then went on to win the Australasian Pacific title on the Gold Coast in October, giving our school our first international title.
- We have achieved considerable sporting success winning the State Schools Mixed Soccer Championship, the Pro Football Training Cup as well as the Interschool Athletics Division 1 Carnival, winning the Champion Shield and the Teams Trophy.
- Our school has continued to promote and celebrate achievement in the Arts. Our students have participated in choral festivals, Massed Choir at UWA and Art exhibitions where they have showcased their great work
- The 1:1 MacBook program has flourished and grown. All students in Years 4-6 are involved now and either have a MacBook of their own or have access to one whenever they need it at school.

*Nola commented the following regarding the MacBook programs for 2017:*

- *Year 4 2017 = 7 out of 150 students will not be purchasing a MacBook.*
- *Years 5&6 2017 = 11 out of approximately 245 students will not be not purchasing a MacBook.*
- The Visible Learning program has been implemented and is already showing demonstrable improvement in teaching and learning across the school.
- Our Lyon Rd carpark upgrade was completed and has resulted in improved, but not perfect,

			<p>parking and traffic flow conditions.</p> <ul style="list-style-type: none"> <li>• Finalists in Education Awards in two categories: <ul style="list-style-type: none"> <li>○ Primary School of the Year</li> <li>○ Primary Principal of the Year</li> </ul> </li> </ul> <p><b>Thank you to all Members of the Board</b></p> <p>I'd like to thank every member of the Board for their contribution this year. We are fortunate to have members who are united in their commitment to putting students first and to represent the best interests of our entire school community when considering the factors that affect the decisions we make.</p> <p>I believe that we are a cohesive, dedicated Board that doesn't shy away from hard conversations and decisions and that we display integrity in the way that we deal with all matters. I am proud of the way that our School Board provides excellent guidance and diligent governance for our school.</p> <p>I would like to acknowledge the excellent leadership provided by Justine who has led us to review our processes this year identifying ways to improve what we do, and how we do it, even further. We have always had a high quality Board and I believe that we have continued to excel and actually improve. Thank you Justine.</p> <p>I know that some members are up for re-election and I want to thank you for your time on the Board over the years and hope that you re-nominate again when nominations are called.</p> <p>Thank you for your time and commitment once again, congratulations on a great year and all the best for Christmas and the New Year.</p> <p><b>Frank will email/post a blog calling for nominations for the election of two Board members in 2017.</b></p> <p><i>Existing Board members advised that they are happy to extend their membership to the full 3 years.</i></p> <p style="text-align: right;"><b>ACTION: FRANK</b></p>
4.	2017 Proposed Budget	Frank	<p>Joan moved that the 2017 Proposed Budget be accepted. Seconded by Susan with all present in favour.</p> <p>A trained journalist will be employed for two half days per week as the Communications Officer. This position will write and publish school communications, keep the website and school app up to date.</p> <p>Voluntary Contributions for 2016 - 70% received (target 80%) which is down from 92% in 2015. Reduction in voluntary contributions received for 2016 was discussed and the following suggestions noted:</p> <ul style="list-style-type: none"> <li>• Possible part payments.</li> <li>• Letter sent early in year advising what the voluntary contributions will be spent on.</li> <li>• Reminders to be sent out early in Term 3.</li> <li>• Increase in cost of voluntary contributions by \$10 in 2016. Has this had an effect? Board to watch this over next 2 years to see if this is a trend.</li> </ul>

			Child care facility, Family Tree have offered before and after school care for AGPS students. Expressions of interest have been sent out to families. They are offering to commute children to and from school and the day care centre via buses.
5.	Survey Results – Community, Staff & Student	Mesha/Nola	<p>See attached survey results and findings for the Student, Staff and Community surveys.</p> <p>Staff survey findings summary:</p> <ul style="list-style-type: none"> <li>• Very positive results with all 2016 items increasing or staying the same</li> <li>• Significant improvements in three items <ul style="list-style-type: none"> <li>○ <i>This school takes staff opinions seriously</i></li> <li>○ <i>Staff are well supported at the school</i></li> <li>○ <i>This school is well led</i></li> </ul> </li> <li>• Strong results in two new items: <i>Teachers at this school are good teachers and Teachers at this school care about their students</i></li> <li>• The lowest scoring item is: <i>I receive useful feedback about my work in this school</i></li> </ul> <p>Feedback from Board:</p> <ul style="list-style-type: none"> <li>• Future surveys to add question “I receive recognition” so it doesn’t get confused with “I receive useful feedback”.</li> <li>• Add in addition to the ‘I receive useful feedback question that reads something like ‘I receive useful feedback that helps to improve my job” (making it more specific). Also add in a comment section to this question.</li> </ul> <p>Student survey findings summary:</p> <ul style="list-style-type: none"> <li>• Overall, the results are very positive with no 2016 items falling below an average of 3.8 out of 5</li> <li>• Two items that are below the majority of items are: <i>Teachers at my school treat students fairly and I can talk to my teachers about my concerns</i>. Both of these items are still averaging 3.8/3.9</li> <li>• Significant improvements have occurred with two items: <i>My teachers provide me with useful feedback about my schoolwork &amp; My school takes students’ opinions seriously</i></li> <li>• A fantastic result is that 97% of our students agree that: <i>My teachers expect me to do my best</i></li> <li>• Very strong results with the two new items about teachers being good and caring – 4.5 &amp; 4.4 average</li> <li>• There is an interesting disparity between items: <i>I feel safe at my school (81%) &amp; I am bullied at school (66% disagree)</i></li> </ul> <p>Feedback from Board:  <b>Disparity between Staff, Community and Students is so great with reflect to students feeling safe. Kids Matter team to investigate the data, how and why these students don’t feel safe. Collate data and report back findings to the Board at the second meeting of 2017.</b>  <b>ACTION: MESHA</b></p> <p>Community survey findings summary:</p> <ul style="list-style-type: none"> <li>• Overall, the average results are over positive in both 2014 and 2016 with no items scoring</li> </ul>

			<p>below 4 out of 5</p> <ul style="list-style-type: none"> <li>• Four items have been able to stay constant across the two years, with parents believing that teachers expect children to do their best, teachers providing children with effective feedback, student behaviour is well managed at the school and the school supports their child's learning</li> <li>• There has be a decline from 2014 to 2016 in regards to parents feeling confident to speak to the child's teacher about their concerns</li> <li>• There has also been a decline in parents who agree or strongly agree over the two years that their child likes being at the school</li> </ul> <p>Feedback from Board: Justine raised a concern she noted when completed the survey, being which child do you complete the survey based on? This may be an issue with other parents who have more than one child. Joan commented that the survey is not comparing like for like as the student survey is completed by year 5 and 6 students where the community survey is done by parents who may have students from Kindergarten to year 6.</p> <p><b>School Deputies to take into account all feedback for future surveys.</b> <b>ACTION: NOLA AND MESHA</b></p>
6.	2017 Chaplaincy Program	Frank	<p>Frank has lodged the school's requirements with YouthCare and is awaiting their reply/recommendation of potential candidates. The school will be doing referee checks on suitable candidates. Rhonda Miller the current Chaplain is still weighing up her options for 2017. Funding has been budgeted for 2017.</p>
7.	Seatbelts on School Buses	Frank	<p>The school abides by the Education Departments requirements, which currently state seatbelts are not required on school buses. It was decided by the Board that following extensive discussion on the matter and after taking into account all the evidence gathered on risk and increased cost per parent associated with a move to using buses with seatbelts, the school will continue to use buses without seatbelts for travel within the metropolitan area. Any long term trips beyond the metropolitan area would see the school use coaches fitted with seatbelts.</p> <p><b>Frank to contact the parent who raised the issue to explain the outcome and provide her with the information used by the Board when reaching their decision.</b> <b>ACTION: FRANK</b></p>

**NEXT MEETING:**

22<sup>nd</sup> February 2017 – 8.45am

Minutes approved:

\_\_\_\_\_  
Justine McGillivray  
Board Chair

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Date