

## School Board Meeting Minutes Aubin Grove Primary School

<b>DATE:</b>	22 <sup>nd</sup> February 2016		
<b>TIME:</b>	8.45am to 10.30am	<b>ATTENDEES:</b>	Justine McGillivray, Nola Smith, Mesha Steel, Nina Collinson, Joan Weston, Stacey Colyer, Susan Reid, Jaye Vaughan-Davies
<b>MINUTE SECRETARY:</b>	Therese Turner	<b>APOLOGIES:</b>	Frank Pansini, Jason Hunt

ITEM No.	ITEM	LED BY	DISCUSSION / PROGRESS REPORT
1.	<b>School Board Chair Election</b>	<b>Nola</b>	<p>Following the recent School Board nomination and election, Nola welcomed Jaye Vaughan-Davies as a new member and Justine McGillivray as a returning member.</p> <p>Nola called for nominations for the Board Chair position. Stacey nominated Justine and Mesha seconded the nomination. A unanimous decision was received for the election of Justine McGillivray as the Board Chair.</p>
2.	<b>Previous Minutes</b>	<b>Justine</b>	Stacey moved that the minutes of the 2 <sup>nd</sup> November 2016 be accepted. Seconded by Nola with all present in favour.
3.	<b>Review of Actions</b>	<b>Justine</b>	<p>Staff survey feedback noted and issues/comments will be raised with the CLT for feedback to staff and implementation in future surveys. <b>Nola to add item to CLT agenda.</b></p> <p style="text-align: right;"><b>ACTION: NOLA</b></p>
4.	<b>Student Survey Results - Follow Up – Students Feeling Unsafe</b>	<b>Mesha</b>	<p>The Year 5 and 6 students that indicated that they felt unsafe in the survey had the opportunity to anonymously share their reason. Their answers were as follows:</p> <ul style="list-style-type: none"> <li>• .... being mean to me</li> <li>• Racism</li> <li>• Family reasons</li> <li>• Name calling</li> <li>• School is getting too big</li> <li>• Boys target girls and bully them, don't respect girls</li> <li>• Teachers telling you off 24/7</li> <li>• Fighting</li> <li>• Problems and drama with friends</li> </ul>

			<ul style="list-style-type: none"> <li>• Teasing</li> <li>• Arguments with friends</li> </ul> <p>Percentage breakdown as follows:  Peers (being mean, name calling, teasing etc.) 40%  Bullying 25%  Problems with friends e.g. arguments 15%  Boys not respecting girls 10%  Racism 5%  Teacher telling you off 5%</p> <p>95% of the reasons involve social relationships with peers as reasons for feeling unsafe. It was noted that overall it was a very small percentage of students who said they felt unsafe in the survey.</p> <p>It was agreed that continuing education with students and parents is needed to clarify what bullying actually is and not to be confused with friendship issues. It was suggested that <b>Frank speak to the P&amp;C for suggestions on future parent education (possibly Di Wilcox, Seedlings) and also to post an article via the school communication spelling out what bullying is. Mesha to look into what documentation Kids Matter have available.</b></p> <p>Joan raised the response of 'Boys targeting girls' and asked why this may be happening and should this be looked into further. <b>Nola will ask the Year 5/6 Teachers to have a classroom discussion and survey via google docs to keep students responses anonymous.</b></p> <p style="text-align: right;"><b>ACTION: NOLA, FRANK, MESHA</b></p>
5.	<b>Budget Update</b>	<b>Nola</b>	<p>Nola moved that the 2017 budget be accepted. Seconded by Joan with all present in favour.</p> <p>Cost centres added to the final budget being for Kagan and STEM.</p> <p>Following the recent finance meeting, monies have been taken into account for the following:</p> <ul style="list-style-type: none"> <li>• Chilled water coolers supplied and installed in each learning community for students to fill water bottles.</li> <li>• Air-conditioning upgrade to classrooms. This will be prioritised with the oldest units being replaced in the first instance as well as the possibility of the Library due to the humidity damaging the books under the existing ac system.</li> <li>• Carpet replaced where needed.</li> <li>• Deputy Principal office storage.</li> <li>• Electronic school sign.</li> <li>• Pencil statues.</li> <li>• Library upgrade (installed during the April school holidays).</li> <li>• Art shed made into a green room (used for filming purposes).</li> <li>• Welcome wall, as per the Kids Matter suggestion.</li> </ul> <p><b>Nola to present the design of the welcome wall at the next Board meeting.</b></p> <p>A discussion took place on the computer equipment budget and what it may be used for. Nola</p>

			commented that consideration has to be given to items that are ageing for example IWB (that are seven years old), data projectors. <b>ACTION: NOLA</b>
6.	<b>Principal's Report</b>	<b>Nola on behalf of Frank</b>	<p><b>Welcome to 2017</b> The new school year has commenced very smoothly with 1151 students accommodated in 42 classrooms that were all ready and in use on Day 1. It's the first time since our first year that we haven't taken possession of any new demountable buildings but that's only because we have no space to fit a new one on!</p> <p>This has caused some classes to be operating at maximum class size capacity but we are adding additional human resources in those areas to support the students and the teachers.</p> <p>Sixteen new teaching staff commenced this year. Mrs Fritchley has taken over the Deputy Principal role in charge of Kindy-Year 1, Mrs Steel has Years 2-3 and Mrs Smith Years 4-6.</p> <p>We now have ten male teachers and/or education assistants working in the school.</p> <p><b>Building works</b> Over the holidays we have had additional works added to the school including:</p> <ul style="list-style-type: none"> <li>• A covered paved area between the demountable classrooms (Room 40 and 41) in the Year 1-2 play area.</li> <li>• An enclosure built behind the Art Room for school group use.</li> <li>• A cover over the walkway and a new roof over the space between rooms 36 and 37.</li> </ul> <p><b>School Chaplain</b> We are currently awaiting the appointment of a new Chaplain. YouthCare are responsible for the appointment of Chaplains and I am in regular contact with the Area Coordinator whilst waiting on them to identify a suitable candidate.</p> <p><b>New School Website</b> Under construction and planned for launch by end of Week 4. Common blog templates for each classroom including family notification for all classes will be a feature of our new, more streamlined approach to communication between school and families.</p> <p><b>State Election Polling Place</b> The Electoral Commission has requested that the school be used as a polling place for the State Election on March 11. This could be a fundraising opportunity for the P&amp;C. See me if you would like to do this.</p>
7.	<b>2017 Facilities Hire</b>	<b>Therese</b>	We currently charge \$20 per room/area per session for the hire of our facilities eg. Undercover Area, Basketball Courts, Library. We would like to increase this charge to \$30. Meshia moved and Nola seconded with all present in favour of the increase in cost of hire facilities to \$30 per session per room/area.

8.	<b>Election of Student Leaders</b>	<b>Nola</b>	<p>Nola explained the election of student leaders process to the Board Members.</p> <p>A Year 5 students leadership day is held to investigate what leadership means, what is expected of our leaders and what makes a good leader. This day is held when our Year 6 students are at Big Week Out. Students collaboratively create a leader's pledge that they will abide by in their final year.</p> <p>All Year 6 students are leaders. All students self nominate for Head Boy/Girl and Faction Leader positions.</p> <p>Students are asked to select their top 10 nominees for the Head Boy/Girl positions. Following collation of the top 10 candidates they are then invited to prepare a speech to present to the Year 5 and 6 students. They also answer an impromptu question on the speech day.</p> <p>Preferential voting is conducted to determine the head boy and head girl. Staff (who have working knowledge of the students) and Year 5 and 6 students are able to vote.</p> <p>Faction captains use the same process except all those who nominate themselves present their speeches to their factions. We have two girls and two boys per faction. Students who were not successful are spoken to as a small group prior to the outcome being made public.</p> <p>Any feedback Board Members receive from parents regarding this process to please feedback to the Board.</p> <p><b>This process will be communicated with Year 5 parents in Term 4 prior to Year 5 Leadership day. Nola to action.</b></p> <p style="text-align: right;"><b>ACTION; NOLA</b></p>
9.	<b>1:1 MacBook Student Scholarship Program</b>	<b>Nola</b>	<p>A grandmother of the school (who does not want to be identified) is donating funds on an ongoing weekly basis for the purchase of a MacBook to go to an underprivileged student per year. A process similar to a scholarship program needs to be set up. This process is being looked into and will be discussed with the School Board and P&amp;C.</p>
10.	<b>Chaplain Program Update – Art Therapy Final Placement</b>	<b>Mesha</b>	<p>Rhonda Miller, our Chaplain in 2016 has taken a full time position at another school. Youthcare have put forward a potential candidate, Matt Cunningham. Matt is current only wanting two days per week. Mesha will arrange a meeting to meet Matt. Susan has agreed to be present at the meeting as a representative of the Board. A range of questions will be supplied by Youthcare and any other questions we would like to ask must be approved by Youthcare.</p> <p>There is also have a parent of the school who is interested in conducting Art Therapy. This parent is in the process of finishing their training and requires a final 100 hours supervised placement. Mesha has volunteered to supervise this process. Parental permission will be sought from parents prior to sessions being conducted and employment will be conducted via Youthcare.</p> <p>Confidentiality issues were raised with the therapist being a parent of the school, conflict of interest. <b>Mesha will speak with the therapist and Youthcare and report back findings/clarification to the Board.</b></p> <p style="text-align: right;"><b>ACTION: MESHA</b></p>

11.	<b>Parent &amp; Community Feedback</b>	<b>Justine</b>	<p>Ongoing parking grumbles by parents. Joan raised a concern with the local council regarding parking on her verge. A member of the council will be meeting with Joan. Joan suggested working with the Public Transport Authority to see if we can get a school special bus service.</p> <p>The MacBook program complaints received on social media have quietened down. It was suggested to have ongoing communications advising students will not be disadvantaged if they do not have their own MacBook.</p>
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<b>NEXT MEETING:</b>	<b>22<sup>nd</sup> March 2017 – 8.45am</b>
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Minutes approved:

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

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**Date**