

## School Board Meeting Minutes – Public Meeting Aubin Grove Primary School

<b>DATE:</b>	5 <sup>th</sup> April 2018		
<b>TIME:</b>	8.45am to 10.15am	<b>ATTENDEES:</b>	Frank Pansini, Justine Kueh, Stacey Colyer, Jaye Vaughan-Davies, Jaylene Fritchley - (Deputy Principal attended in Mesha's absence)
<b>MINUTE SECRETARY:</b>	Therese Turner	<b>APOLOGIES:</b>	Mesha Steel, Joan Weston, Jason Hunt, Susan Reid

ITEM No.	ITEM	LED BY	DISCUSSION / PROGRESS REPORT
1.	<b>Board Terms of Reference – Quoram for Board Meeting</b>	<b>Frank</b>	The School needs to appoint another staff member to the Board for 2018. <b>Action: Frank</b>
2.	<b>Previous Minutes</b>	<b>Justine</b>	Stacey moved that the minutes of the 8 <sup>th</sup> March 2018 be accepted. Seconded by Jaye with all present in favour.
3.	<b>Review of Actions</b>	<b>Justine</b>	<ul style="list-style-type: none"> <li>- THRIVE Program costings have been taken to the Finance Committee.</li> <li>- School Homework Policy survey has been sent to parents.</li> <li>- Student bus transportation costs presented.</li> <li>- School Board public meeting in session.</li> <li>- Welcome Wall lighting quote arranged - awaiting material and installation by supplier.</li> <li>- Four square line marking completed.</li> <li>- Post sent to parents regarding students opening gates and if and why they may be late on occasion opening them.</li> </ul>
4.	<b>Budget Update</b>	<b>Frank</b>	Stacey moved that the budget of the 5 <sup>th</sup> April be accepted. Seconded by Jaye with all present in favour.
5.	<b>Student Leader Update</b>	<b>Jamie McNelis / Cadence Mitchell</b>	It is too early in the school term for the Student Leaders to attend the Board meeting. They will be present from the first meeting in Term 2.
6.	<b>Principal's Report</b>	<b>Frank</b>	<p><b>Enrolments:</b> 1085</p> <p>Term One has been a very busy but remarkably smooth term. As the end of term approaches the following are items of interest:</p> <p><b>Parent Interviews</b> These will take place in Week 11, the last week of school. This year, Years 3-6 will conduct 3-way interviews involving parent/teacher/child. The student will have a large role to play in the meeting in which he/she will lead the conversation around the learning goals he/she has chosen and the progress they have made in Term One since the assessments were undertaken in weeks 2 and 3</p>

of term.

**Harmony Day and ANZAC Day Celebrations**

I would like to acknowledge the work that has been put into the planning of these days by the staff. This is all work that they do on top of their normal roles and it is very time consuming.

This is mainly the work of our Kids Matter committee and they have done a terrific job. This is a very important committee in our school and I would like to acknowledge them for the work they do to look after the socio-emotional health and well being of our students, staff and community.

Like all staff committees in our school they do a terrific job that is often not known or understood by the rest of the community.

**My role in Terms 2 and 3**

I have been asked by the Director General to help lead the Development and Selection Program for schools seeking to become Independent Public Schools (IPS). I will remain as Principal of the school but will be required to travel around to regional areas for much of this time delivering the training and helping schools to achieve IPS status.

This will see me out of the school for 2-3 days per week and up to 4-5 on two occasions. This will cease at about the half way mark of Term Three.

In the meantime the school will continue to be led by me and managed by the four Deputy Principals when I am not present, with me only a phone call away, if needed. I will also be present in person, as mentioned, 2-3 days of every week.

I am not leaving the school.

**Thank you to Stacey, Susan and Jason**

I would like to take this opportunity to thank Stacey, Susan and Jason for their excellent contribution as Board members over the past three years.

Like all of you, I have greatly valued their willingness to undertake the work involved to be a member of the Board, their ability to remain objective and constructive in their feedback and observations and to provide the benefit of their wisdom and experience.

Their dedication to the school and desire to help improve it has been obvious and I am very grateful to them.

**End of Term**

I would also like to acknowledge the work of our staff since the beginning of this year in what has been another extremely busy and demanding term of work. All our teachers, old and new, have been amazing in the dedicated effort they have put into the educational program at the school.

Our school support staff has been equally as committed and hard working, as always. Our front office staff, our library team and our cleaning and gardening staff are incredibly invested in our

			<p>school and I can't praise or thank them enough for the work they do that often goes unheralded but which ensures our school looks and feels like a beautiful learning environment.</p> <p>Finally, I would like to acknowledge our school's leaders, the members of the Curriculum Leadership Team, and our Deputy Principals. We are incredibly fortunate to have such dedicated, like-minded, committed and talented people leading our school. They put in long hours and work closely with their teams to ensure our students get the best conditions possible for learning to occur.</p> <p>We have undergone some change in both levels of leadership but, due to the quality of the personnel who have come in, we have seamlessly carried on, and have continued to receive outstanding contributions from every one of them.</p> <p>We are a very fortunate school.</p> <p>The Annual Report will be sent to Board Members for review in the coming weeks. Any comments/suggestions to be emailed to Frank prior to the next meeting. <b>Action: Frank</b></p>
7.	<b>School Home Work Policy</b>	<b>Frank</b>	<p>Survey to families regarding the school's homework policy was discussed. See attached survey results. Survey results/graphs to be uploaded to the website along with the Board minutes once they are approved. <b>Action: Therese</b></p> <p>Research conducted by Professor John Hattie indicates that homework has a low effect size of 0.29 overall. The breakdown between Primary and High Schools is:</p> <ul style="list-style-type: none"> <li>- Primary Schools effect size = 0.15</li> <li>- High Schools effect size = 0.64</li> </ul> <p>The School believe home reading is extremely important and will continue with their home reading program. A subcommittee will be formed consisting of Teachers and Board Member volunteers to further investigate the survey results and put forward a revised homework policy/statement for Aubin Grove PS. Frank to ask for Board Member volunteers at the next Board Meeting. <b>Action: Frank</b></p> <p>Frank will communicate to parents advising them that the survey results have been received and that a subcommittee will be formed to further investigate. <b>Action: Frank</b></p>
8.	<b>2018 – 2020 Business Plan - Endorsement</b>	<b>Frank</b>	<p>The 2018 – 2020 Business Plan has been endorsed by the Board. The Business Plan will be placed on Schools On-Line and our Website.</p>
9.	<b>Use of Buses for Student Transport</b>	<b>Frank</b>	<p>Frank presented the costing comparison of bus providers both with and without seatbelts. The school trialled a bus provider with a recent excursion and the feedback received from parents and staff was extremely positive. It was agreed by the Board to survey families asking for their feedback. Following the survey the Board will put together a statement on the schools use of buses. <b>Action: Frank/Jaylene</b></p>
10.	<b>School Board Terms of Reference</b>	<b>Frank</b>	<p>Frank along with Justine will work on revising the School Boards Terms of Reference. <b>Action: Frank/Justine</b></p>

11.	<b>Swimming Lessons</b>	<b>Frank</b>	Frank/Mesha to communicate to parents advising of the improvements promised from the swimming venue due to feedback received from the school community from last year's swimming lessons. <b>Action: Frank/Mesha</b>
12.	<b>Board Nomination</b>	<b>Frank</b>	Three parent nominations were received: <ul style="list-style-type: none"> <li>- Stacey Colyer (re-elected)</li> <li>- Simon Lalor</li> <li>- Mike Van Dongen</li> </ul> As there were three nominations received an election was not necessary and the Board have endorsed all three memberships. New members will attend as of the next Board Meeting with Stacey continuing her membership for a further 2-3 years.

<b>NEXT MEETING:</b>	<b>23<sup>rd</sup> May 2018 – 8.45am</b>
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Minutes approved:

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**Justine Kueh**  
**Board Chair**

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**Date**