

School Board Meeting Minutes Aubin Grove Primary School

DATE:	26 February 2020	ATTENDEES:	Mesha Steel, Mike Van Dongen, Melanie Osborne, Roslyn Foote, Ash Bisdee, Lara Kirkwood, Simon Lalor
TIME:	4.08pm to 5.45pm	MINUTE SECRETARY:	Therese Turner

AGENDA ITEM No.	ITEM	LED BY	DISCUSSION / PROGRESS REPORT
1.	Welcome & Apologies	Mike	<p>Apologies: Stacey Colyer</p> <p>Welcome: Mr Antoine MacMath as a parent guest.</p> <p>Welcome: Lara Kirkwood officially welcomed as the newly appointed Community Member of the AGPS Board.</p>
2.	Acknowledgement of Country	Mesha	<p>I respectfully acknowledge the past and present traditional custodians of this land on which we are meeting today, the Whadjuk Noongar people.</p> <p>It is a privilege to be standing on Whadjuk Noongar country.</p> <p>I also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the education of all children and people in this country we all live in and share together – Australia.</p>
3.	Conflicts of Interest	Mike	None reported.
4.	Minutes of Last Meeting	Mike	The minutes of the 4 December 2019 were passed – Melanie and Roslyn.
5.	Review of Actions	Mike	<p>Therese to add a standing agenda item 'Review Group Norms'. Action: Therese</p> <p>AGPS Technology Device:</p> <ul style="list-style-type: none"> - Simon will be attending an Apple Conference and will report back any relevant findings to the Board.

			<ul style="list-style-type: none"> - Mesha, Roslyn and Emily to meet to formulate survey questions and device information correspondence for parents (e.g. learning program does not change. A more cost-effective device). Action: Mesha/Roslyn - Survey former (2019) year 6 families. Action: Roslyn - Ash will speak with Harmony PS to get feedback on their one to one program. Action: Ash <p>Mesha to send letter regarding the installation of a footpath on Lyon Road to Lara by the end of week 5. Action: Mesha</p>
6.	Principal's Update	Mesha	
7.	Board Governance		
7.1	Board Composition	Mike	<p>Mike resigned as a parent member as he is no longer a parent of the school. Board voted for Mike to continue as a Community Member. All in favour.</p> <p>Board currently has three parent vacancies. Mesha to ask for parent nominations. Action: Mesha</p> <p>Therese to update skills matrix with members leaving (x3). 'Risk Management' to be added to the Skills Matrix and resent to current Board members. Lara to complete skills matrix. Action: Therese/Lara</p> <p>Nominations called for Board Chair position. Mike formally nominated himself. All in favour of Mike continuing as the Board Chair.</p> <p>Board induction for Lara to coincide with three new members once appointed. Action: Mesha/Mike</p>
8.	Business Plan		
8.1	Draft Annual Report	Mesha	Rescheduled to week 9 meeting. Action: Therese
9.	Other Business		
9.1	2020 Proposed Budget	Mesha	The 2020 Proposed Budget was presented with corrections and clarifications as per previous meetings request. Board noted the budget. Mike and Mesha signed off on budget documentation.
9.2	2020 Final Budget	Mesha	The 2020 Final Budget was presented and noted by the Board. Mike and Mesha signed off on budget documentation.

9.3	DOE Strategic Plan	Mesha	<p>Department of Education Strategic Plan presented to Board for their information. The school has circulated internally with staff.</p> <p>The Strategic Plan will help build the schools next Business Plan. The Board will review components of the Strategic Plan at future meetings. Mesha and Mike to meet to schedule components for discussion.</p> <p>Current Business Plan targets to be reviewed at week 9 meeting (traffic light document). Therese to add to agenda. Action: Therese</p>
9.4	Positive Behaviour & Good Standing	Melanie	<p>Melanie presented the schools' Positive Behaviour and Good Standing procedures that has been implemented at AGPS.</p> <p>P&C have offered funding for the end of year good standing event.</p>
9.5	School Board 2019 Reflection and 2020 Plan	Mike	<p>Board survey to be emailed to Board members, including former members, Joan and Jaye. Action: Therese</p> <p>Invite Jaye to the next meeting to formally thank her for her time on the Board. Action: Mesha</p>

NEXT MEETING:

1st April 2020 – 8.45am

Minutes approved:

Mike Van Dongen
Board Chair

Date: