

School Board Meeting Minutes Aubin Grove Primary School

DATE:	23 September 2020	ATTENDEES:	Mesha Steel, Roslyn Foote, Simon Lalor, Lara Kirkwood, Antoine MacMath, Jaylene Fritchley
TIME:	8.45am to 11.15am	MINUTE SECRETARY:	Roslyn Foote / Therese Turner

AGENDA ITEM No.	ITEM	LED BY	DISCUSSION / PROGRESS REPORT
1.	Welcome & Apologies	Mesha	Apologies: Stacey Colyer, Mike Van Dongen, Melanie Osborne & Chad Morrison Welcome: Jaylene Fritchley Jaylene was congratulated on her successful staff member application.
2.	Acknowledgement of Country	Mesha	I respectfully acknowledge the past and present traditional custodians of this land on which we are meeting today, the Whadjuk Noongar people. It is a privilege to be standing on Whadjuk Noongar country. 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.
3.	Conflicts of Interest	Mesha	None reported.
4.	Review Group Norms	Mesha	Reviewed.
5.	Minutes of Last Meeting	Mesha	The minutes of the 12 August 2020 were passed – Mike (via email) and Ros.
6.	Review of Actions	Mesha	Risk Management- Mesha distributed 'Likelihood Table' Simon asked if we had sought out templates that other schools use. Mesha advised that we don't want to take on other schools' possible mistakes. Simon suggests to get one as a guide as writing a new one is a huge task and having a template could help us to not miss anything. Mesha has suggested seeking advice from the department as to which schools do it well to ask for their Risk Management Plans. Action: Mesha

7.	Principal's Update	Mesha	Please see attached Principal's update.
8.	Business Plan		
8.1	2021 – 2023 BP Update	Mesha/Jaylene	To be rescheduled to the next meeting.
9.	Other Business		
9.1	Camp Australia Presentation (Scheduled for 8.45am to 9.15am)	Mesha	<p>Iain Dennis and Evelyn Twine from Camp Australia presented the Camp Australia proposal to the Board.</p> <p>Sandra has resigned from the coordinator position and Cam is currently doing a teaching prac. A new candidate is being considered for the coordinator position. Waiting for Mesha to screen within the next two days before they are appointed. She will hopefully start next term.</p> <p>Consistency of staff is very important to AGPS. Iain assured that it is also important to Camp Australia.</p>
9.2	OSH Club Presentation (Scheduled for 10am to 10.30am)	Mesha	<p>Ross Nicholaidis, Simon Hughes & Julie Thomas presented the OSHClub proposal to the Board.</p> <p>Currently operating at 118 school sites. Company has been running for 11 years. Julie Thomas does spot checks on various sites on a daily basis. Survey to partnership schools and parents to gauge satisfaction and get feedback. Respond quickly to feedback and issues for a positive outcome. OSH has achieved 85% met in NQS assessment. Jaylene asked about Success PS not meeting and Julie explained that that site was recently taken over by OSH and they have not been assessed since then. Department is behind in assessments. Constantly reviewing policies. A large school requires flexibility (like Harrisdale) and OSH can provide that. Simon informed that Harrisdale (as a large school like AGPS) have permanent staff of 6 and the coordinator will choose their staff from a hub of a casual team of 30. Staff is interviewed centrally and a 2-hour face to face on boarding is conducted before staff goes out to sites. If successful, Julie would attend the site weekly for a month then once a month after that. Managers visit sites weekly after that to check, mentor and coach staff. Values of the school will be embedded in the program. OSH will work with the parents directly to support parents and students. Strong support for students with special needs. Extra staff members could be put on to assist that child and necessary resources provided. Also provide trainees above ratio. Important to match the staff to the school and child. Working closely with the family. The transition into the school would include face to face opportunities for parents to meet and ask questions of OSH (parent information sessions). High community involvement of staff (sport carnival, colour runs, open days etc). 118 Surveys completed in July and by the end of August changes had been made in schools to reflect the recommendations from the survey. All areas would be set up in a way that it can go away after each day and keep the area clean and professional. OSH has made partnerships in the community and they give back to the service by providing services such as cooking club, lego</p>

			etc. The Community amount of \$5000 is for hardship families. Food menus for kids are online and ordering is done by the coordinator from a local supermarket.
9.3 & 9.4	2021 Contributions and Charges & Student Requirement Lists (Booklists)	Mesha	<p>There was not enough of a quorum to pass the 2021 Contributions and Charges and Booklists.</p> <p>Therese to send documents via email to Board members. Action: Therese</p> <p>All Board members to review and forward their approval or comments via email. Action: Board Members</p> <p><i>20th October 2020 – Email confirmation received from all Board member endorsing both the 2021 Contributions and Charges as well as the 2021 Student Requirements Lists (Booklists).</i></p>

NEXT MEETING:	4th November 2020 – Time TBC – Venue: Flow Room - AGPS
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Minutes approved:

Mike Van Dongen
Board Chair

Date: