



**Golden Bay Primary School
School Board
Minutes**

Date: 08.09.2015 at 6pm

Purpose Statement

Our purpose is to act ethically and with integrity in the governance of the school within the legislated accountability framework.

Chairperson: Rod Allen

Minutes: Kristy McGregor

To be held at Golden Bay Primary School.

Members: Rod Allen, Jacque Cooper, Kylie Flannery, Peta Lawrence, Sara Metalli, Russell Newbound, Karli Shuard, Vanessa Wicks.

Agenda	Time /Person	Discussion/Progress Report & Actions
1. Welcome and meeting purpose, protocols and norms	Rod 5 minutes	<ul style="list-style-type: none"> • Rod read out the meeting purpose statement and revisited the norms of the board. • Rod asked that any questions or topics not on the agenda be raised during general business.
2. Business Arising	Rod 30 minutes	<ul style="list-style-type: none"> • Peta - Flashing Speed Signs. Peta contacted the City of Rockingham to count cars and their speed. According to the data from the road measurers the average speed during the 40km/hr zone was 52 km/hr. Peta has since written to Joe Gianocovic to request flashing speed signs for our school zone on Thundelarra Drive. A request for a crossing attendant was also submitted. If we are not entitled to Type A crossing attendant we may request Type B which would require a volunteer. However if we have a Type B crossing attendant and they are unable to tend the crossing the school is required to provide an attendant. Karli asked if we could have police attend with hand held speed cameras to deter drivers speeding. Kylie will follow up with the Golden Bay Progress Association. • Peta/Kristy - Cash Reports along with the Comparative Budget Report were presented as discussed at the previous School Board Meeting. • Peta - The Golden Bay Primary School Business Plan was distributed as discussed. • Peta - The School Board accepted the Delivery & Performance Agreement (DPA) and this was sent to the Director General for approval. The Director General approved the DPA and this was advised in letter to the

		Principal Peta Lawrence and School Board Chairperson Rod Allen. The Business Plan has been placed on the school website under the School Board section. This will also be stored in the School Board file.
3. Acceptance of previous Minutes	Rod 3 minutes	<ul style="list-style-type: none"> Moved: Rod Allen Seconded: Vanessa Wicks <p><i>Accepted unanimously</i></p>
4. Incoming Mail	Peta 5 minutes	<ul style="list-style-type: none"> Peta - WA School Awards. Peta advised the School Board that we won't be nominating staff for 2015 but will look at this for 2016. With such a small staff in 2015, all staff felt they did not want to select one person for this Award. Peta - Traffic Report received from Rockingham City Council as discussed in Business Arising.
5. Finance	15 Mins	<ul style="list-style-type: none"> Peta and Kristy presented the Finance Statements and advised the School Board that the Budgets have been "fixed". Peta – Tara Uniforms are looking at opening a shop front where our uniforms will be sold from rather than from the school. Further information will be presented when it is available. Peta – Our 2016 enrolments are currently 222. Class structures can be discussed at the Term 4 School Board Meeting. <p>Moved: Vanessa Wicks Seconded: Russell Newbound</p> <p><i>Accepted unanimously</i></p>
6. Principal's Report	10 minutes	<p>Peta tabled the staff "What We Have Achieved" as a capture of what we've achieved to date. School staff are delighted with the Parent community and Peta feels all staff are going the best they can every day they are here. Peta acknowledged the work of Kristie Green with Art and also Humberto Folch and Manuel ??? with Soccer.</p> <p>In Term 4 we will also be appointing PEAC Coordinator Michelle Neve 0.4FTE to provide enrichment and differentiation in the classrooms.</p> <p>Moved: Karli Shuard Seconded: Jacquie Cooper</p> <p><i>Accepted unanimously</i></p>
7. Policies - Behaviour Management addendum And Healthy Food and Drink	10 minutes	Jacquie – Healthy Food and Drink Policy. This policy aligns with the Department of Education Canteen healthy food requirements. The P&C are exempt from this policy, however Peta will give final approval for the sale of foods offered by the P&C for

		<p>fundraising. When the canteen is functioning the staff employed will require approval by Peta. The Healthy Food and Drink policy has been placed on the GBPS website under Policies. Vanessa Wicks asked if we can link the WACSSO Green/Amber/Red list to the Healthy Food and Drink Policy. There is also a canteen sub-committee who have started making enquiries into the opening of our canteen.</p> <p>Moved: Jacquie Cooper Seconded by: Rod Allen <i>Accepted unanimously</i></p> <p><i>Action: Kristy</i></p> <p>Peta - Behaviour Management Policy. Page 3 of the Behaviour Management Policy has an insertion relating to weapons brought to school. This was a result of a directive for all schools from the Director General in an Eddymail in 2010. The DoE Media Unity assists schools in the case of any such incident.</p> <p>Moved: Peta Lawrence Seconded by: Kylie Flannery <i>Accepted unanimously</i></p>
<p>8. Feedback from staff and School Board re: school successes and opportunities</p>		<p>Peta, Jacquie and Russell workshopped with staff a “plus + / delta ▲” to see how staff are feeling on what has occurred at Golden Bay Primary School in our foundation year. An example of some pluses has been Co-Coaching where staff coach staff on best practice. Purposeful meetings were also a plus as staff found the meetings remained focused when Agendas were provided.</p> <p>Karli asked if there was a possibility of the school providing play equipment for the bigger kids. Peta advised that the cost of such a play area would be approximately \$30,000 for the equipment plus approximately \$30,000 for the soft fall. Peta mentioned that the Year 1’s were able to use the ECE Playground for the first semester and this will continue in future years.</p> <p>School Board members commented that Facebook was a good way of communicating but could we attach page links to the website when posts were put up. <i>Action: Jacquie</i></p> <p>A keypad session is likely to be held for parents attending future information sessions.</p> <p>Moved: Peta Lawrence Seconded: Kylie Flannery <i>Accepted unanimously</i></p>
<p>9. Language/s Other Than English (LOTE) 2016</p>		<p>Peta – 2015 has included Cultural Studies rather than LOTE. We have had a relief teacher this term</p>

	<p>who is fluent in 6 languages and we would like to include LOTE classes in the future. Peta asked the School Board members to consider LOTE for 2016 for years 4-6 and are the School Board happy for Peta to move forward with planning for LOTE? Indonesian was a language discussed, however other languages are a possibility. Sara Metalli asked if we would consider Italian as she is qualified to teach Italian. Peta suggested that deciding on which language the school provided would be as a result of a parent vote.</p> <p>Moved: Peta Lawrence Seconded: Karli Shuard <i>Accepted unanimously</i></p>
<p>10. General Business</p>	<p>Kylie Flannery - Creating Communities attended the recent P&C Meeting and are very eager to get the community involved in Community related projects, including people who don't have students at GBPS. Currently Creating Communities are participating in a new Nature Play playground. Peta advised the School Board that Creating Communities have looked at GBPS Nature Play and Peter Knight's Sculptures to tie it in with the Golden Bay Community Nature Play. On 8 November 2015 a family Treasure Hunt is being held to open this new park. The P&C are hoping to be included. A foreshore park design competition is also an upcoming event. There are more future community events and these will be placed on the GBPS website.</p> <p><i>Action Kristy</i></p> <p>Sara Metalli has been approached by other parents asking questions about the GBPS Homework Policy as there are parents wanting homework for their children. Peta responded that extended research shows that giving or increasing homework does not help students, and in fact can have the reverse effect due to the differences in student's family life. Peta suggested that we will look at purchasing more sets of unsighted levelled readers in 2016. Peta reminded the School Board members that the School Board did agree and accept the Homework Policy.</p> <p><i>Action: Peta and Jacquie</i></p> <p>Peta – Time capsule. Peta has found a company in Sydney who sell wall mounted time capsules and Peta is looking further into this. <i>Action: Peta</i></p> <p>Peta – Football and Soccer Jerseys. These have been presented.</p> <p>Karli wondered what is happening with Faction shirts and names. Peta advised that this will be something</p>

		<p>we will do in Term 4 with input from the students.</p> <p>Peta acknowledged the great job Liz Storr does to promote Golden Bay Primary School in the Golden Bay Good Times publication.</p> <p>Rod has been given a job opportunity which means he has to stand down from the School Board. The School Board congratulated Rod on this opportunity and Peta personally thanked Rod for the hard work he put in to getting the School Board operating. Peta advised the School Board that the process to appoint a new School Board member is to advertise the vacancy. When the vacancy is filled the School Board will vote on the new Chairperson.</p> <p>Kylie would like to know what is happening with the School Song Workshop. Peta advised that due to illness Julie Kryk was unable to travel to us for the workshop. Peta and Jacquie are looking at other options. <i>Action: Peta and Jacquie</i></p> <p>Karli asked if school photos were going to be taken indoors or outdoors. Peta suggested it would be nice for the photos to be taken outdoors however it would be decided with the photographers.</p>
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Next Meeting: Term 4 Tuesday 1 December 2015 at 6pm

Meeting closed: 8.00pm

Signed: _____ Date: _____

Chairperson

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