

Minutes School Board 2nd May 2018

ATTENDEES: : Lisa Fletcher, Nim Dissa, Ebony Goodings, Joanna Harmer, Kurt Harmer, Kellie Wilson, Judy Snow and Wendy Gardiner(minutes)

1.0	Welcome and apologies	ACTIONS
1.1	<ul style="list-style-type: none"> • Kim Blacklock 	
1.2		
1.3	Confirmation of agenda	
2.0	Minutes of previous meeting	
2.1	Minutes accepted L Fletcher and W Gardiner	
2.2	<p>Actions arising from previous meeting</p> <ul style="list-style-type: none"> • no update available: Kelly Kenworthy getting back to Kim Blacklock with more information regarding online math program and costing <ul style="list-style-type: none"> • Bar graph in year levels tabled • Discussion on ways to improve rate of voluntary contributions being paid included reducing contribution rate or allowing a range of rates. 	<p>Lisa to look at financial guidelines to ascertain if a range of rates is permissible.</p> <p>Ebony to contact local schools including comet Bay, Singleton, Golden Bay and Endeavour to gather information on amount of contributions and return rates.</p> <p>One board meeting to be set aside to discuss voluntary contributions</p>
3.0	Priority item A	
3.1	<p>Speak Out about School and Learning</p> <ul style="list-style-type: none"> • Nim attended meeting with Commission for Children and Young People WA • Report on their survey findings tabled and findings included: <ul style="list-style-type: none"> -1,998 schools surveyed - 50000 students in WA schools do not feel safe - only students whose parents returned consent form were included in survey, this gave engagement data. • Discussion regarding doing same survey at SHPS • Commission will support during survey • Consent forms to be sent out to all families beginning Term 3 	Lisa to send survey questions out to board

	<p>Letter of concern tabled from an anonymous parent. Concerns noted. Unable to reply due to anonymity.</p> <p>Smiling Minds School being included in launch of Smiling Minds program in WA</p>	
4.0	Priority item B	
4.1	<p>Semester 1 Board Report to Parents Nim tabled report. Report will be included in each students report file this semester.</p>	Consent form sent with Board report and followed up start of term 3
5.0	Priority item C	
5.1	<p>Business Plan – latest draft Draft tabled included adjustments following feedback from board last meeting and staff on Professional Development Day. Milestones to be included in operational plan rather than in Business Plan. Board to develop operational plan for Governance Parent survey reminder to be included in school newsletter and put on school app. Strategic Direction, Strategies and Achievement Targets to remain in Business Plan Successes from last business plan to be included in new Business Plan Board members to review draft and provide feedback for next board meeting.</p>	Lisa to approach Jo to include parent survey on school app
5.2	<p>Discussion regarding wording ‘Improve Board effectiveness by end of 2020 school year.’ Perception of ‘<i>effectiveness</i>’ and what measurement/data would be appropriate. The word ‘<i>effectiveness</i>’ to be changed to communication. Item now to read ‘Improve Board communication by end of 2020 school year.’ Measurement data can include survey of parents’ knowledge of board and its function. Email received today regarding Board training and Terms of Reference being available, firm details not included.</p>	Lisa to inquire if it is possible to include parent survey questions using attendance system SMS function.
6.0	Priority Item D Financial Statement	
6.1	<p>Financial Statement tabled. Accepted K Wilson Seconded J Snow</p>	

7.0	Other Business	
	Kelly Wilson offered to resign due to personal commitments on board meeting days. Discussion of changing days to suit all members Board meeting day changed to Monday Kelly Wilson retracted resignation	
8.0	Meeting close/adjournment/next meeting	
	Meeting closed at 6.47 Next meeting: Monday 25 th June 2018	

Signed by Board Chair-



Date

11/5/2018