

Minutes School Board

ATTENDEES: Lisa Fletcher, Nim Dissa, Joanna Harmer, Brad Heggs, Natascha Wisse, Judy Snow
Wendy Gardiner(minutes), Cindy Godwin, Kim Blacklock

1.0	Welcome and apologies	ACTIONS
1.1	<ul style="list-style-type: none"> • Cindy Godwin, Brad Heggs, Natasha Shultz • Demelza Harkness (new member) – late apology 	Welcomed new members
1.2	<i>Ebony Gooding, Kurt Harmer and Kelly Wilson have all completed their term thank you for your commitment and your hard work.</i>	
1.3	Confirmation of agenda	
2.0	Minutes of previous meeting	
2.1	Business plan tabled. Moved to accept Seconded	
3.0	Terms of Reference	
3.1	Emailed to all new members and they acknowledged receipt	No Changes
4.0	School Board Meeting Plan	
4.1	Two meetings per term. Meeting dates and plan being emailed to all members by Lisa	Lisa to email dates and plan from Nim to all members
5.0	DPA Delivery and Performance Agreement	
5.1	Delivery and Performance Agreement tabled. Reviewed Roles and Responsibilities including how this would best be evidenced. Motion to align goal setting to the DP Agreement next meeting. This allows time for members to think about the changes and how to demonstrate outcomes. Moved Nim Dissa Seconded Judy Snow	Lisa to develop document that aligns DPA and evidence for review
5.2		
6.0	Budget 2019	
6.1	Tabled Preliminary 2019 Budget	
7.0	Australian Principal Occupational Health, Safety and Well Being Survey Data	

	Survey done by principals since 2011. Results show a decrease in health and well-being including being assaulted and huge numbers of hours.	
8.0	Violence in Schools Actions from Minister	
	In December, Minister for Education, Hon Sue Ellery MLC, announced actions for principals to address violence in schools. Let's Stand Together document reviewed. Ten actions – explained by Lisa School is looking at policies and procedures. Students and parents have been advised of changes.	
9.0	Student Well Being – staff data analysis from school development day in January	
	Staff analysed data sets from a range of surveys. Some interesting information gained but felt that further investigation required to better understand how students interpreted the questions.	
10.	Well Being Framework	
	Framework tabled. Focus areas noted as different depending on year levels.	
11.	Parent-student-staff forums.	
	Following on from survey data last year, there will be seven forums this year. These will include students from years 4-6, parents from all years. Wendy Gardiner suggested that we also invite representation from local shopping centre for broader community perspective and connection.	
12	Well Being focus – mindfulness	
	Well-being a whole school focus. Introduced Mindfulness Monday. Catering for like-minded students within a class that need extra challenge. Opportunities for Additional Challenge at Secret Harbour Primary School brochure tabled along with overview of three tiers of catering tabled and discussed by Kim Blacklock.	
13	Board member bios on school website	
	Nim showed an example from Subiaco Primary School's inclusion of the board bios and information about the board on the website.	Lisa to find a parent photographer to take photo of board
14	General Discussion	
	Discussion around the establishment of parent code of conduct. Each member to investigate codes of conduct from other schools to be discussed at the next meeting Moved Lisa Fletcher Second Cindy Godwin Noted Police Checks required for new members.	Lisa to follow up
15	Meeting close/adjournment/next meeting	
	Meeting closed at 6.45 Next meeting: Dinner meeting at Port Kennedy Tavern 5pm 6th May 2019	

Signed by Board Chair- _____ Date _____