



SCHOOLS BOARD MEETING Minutes 8 May 2013

Present: Dale Mackesey, Alison Harman, Michael Jenkin, Lorena Rock, Jane Gillies, Scott Bywaters, Shari McKeown, Brett McKenzie, Alex Castle, John Siamos, Kimberley Mann.

Chair: Michael Jenkin

Apologies: Nil

Scribe: Vicki Roberts

Agenda Item	Details / Discussion	Action
<p>1. Welcome & Previous Minutes</p> <p><i>Michael</i></p>	<p>1.1 Welcome: Michael opened the meeting at 1900h and welcomed Kimberley Mann to the Board.</p> <p>1.2 Minutes of Last Meeting: It was moved John, seconded Shari that the Minutes of Board's meeting on 27 February 2013 be accepted as correct.</p> <p>1.3 Corro: In: Michael tabled letters from Hon. Liz Behjat MLC Member for North Metropolitan Region regarding campus funding commitments and Hon Peter Collier MLC Minister for Education stating that \$1.25 million will be allocated in the upcoming 2013 -14 State Budget. Out: Michael sent letters to Hon Peter Collier, Hon Liz Behjat and Ms Eleni Evangel regarding campus funding commitments.</p>	<p>1.1 Noted.</p> <p>1.2 Carried without dissent.</p> <p>1.3 Noted.</p>
<p>2. Election of Board Chair</p> <p><i>Dale</i></p>	<p>2. Nominations: Dale called for nominations for Board Chair. Michael was the only nomination and it was moved Dale, seconded Lorena that Michael be deemed elected as the Board Chair.</p>	<p>2. Carried without dissent.</p>
<p>3. Update on \$1.25 million allocation</p> <p><i>Michael/Dale</i></p>	<p>3. Timing and Allocation: Concept plans, with various options were tabled. The P&C have been working with Architects Sandover Pinder to develop concept plans for upgrading the Undercover area. Michael and Dale will meet with representatives from the Department of Education and BMW who will progress the matter. Dale will request Sandover Pinder as the architects as they are on the BMW list. The Campus Planning group, in consultation with Board members will recommend that the project should commence immediately after the School Fair. Costings tabled totalled \$1.68 million.</p>	<p>3. Noted.</p>

<p>4. Financial Reports</p> <p><i>Alison / Dale</i></p>	<p>4.1 Financial reports: Dale and Alison updated the Board on the present financial positions of their schools and tabled their respective financial summaries for March 2013.</p> <p>4.2 MHPS Report: Dale explained that the School's Relief Flexible Salary Allocation total was in deficit due to a staff member being on leave with a long term illness. This deficit will be refunded by the Dept. of Education. As a result the School's Finance Committee made the decision that the School will no longer manage our relief at school level, but revert to the Department system. Dale noted that in his view, all IPS will be expected to take financial responsibility for utilities in the future and we will need some cash reserves to accommodate this.</p>	<p>4.1 Noted.</p> <p>4.2 Noted.</p>
<p>5. Principal's Reports</p> <p><i>Dale / Alison</i></p>	<p>5.1 ESC: Alison advised that the limestone wall adjacent to ESC has been installed, thanks to the P&C for funding this project. A new fence between the ESC and PP is a great improvement and the front porch has been repainted which has given the building a fresh look. ESC is now using online SEN IEPs as a reporting tool, which is very successful. We now favour Emotional Regulation as a Behaviour Management tool for ESC students.</p> <p>5.2 MHPS: Reporting to Parents: Kimberley volunteered to meet with Dale and Jane to review current documents and develop a timeline for reviewing policies before the next Board meeting. The first mini survey conducted via the Liaison Parents was very successful with 50 responses. It provided instant feedback and is easily accessible and relevant. Therefore, we will continue to create these surveys for parents, staff and students in Years 2, 4 and 6. In Term 2, the survey will focus on Reporting to Parents. Term 3 topics will include Behaviour Management and Bullying. Behaviour Management Policy: Dale tabled a draft of the revised policy and noted cyber bullying was a particular focus. Dale invited comments from the Board before the end of the week with the final document will be presented to Liaison Parents in Week 5. Self Assessment: results from the parent survey indicate a preference for information sessions (particularly for ECE) to be held earlier in the year. Book supplier: Lorena has passed on parent comments to the Campion rep. who assured her that Campion will be better prepared in 2014. Lorena noted that Campion have been providing the School with an excellent ongoing service and noted that the school received \$20,000 commission from orders placed in 2013. Lorena recommended that Campion be used in 2014 and the position be reviewed after that.</p>	<p>5.1 Noted.</p> <p>5.2.1 A timeline for reviewing policies will be presented at the next Board meeting.</p> <p>5.2.2 Parent meetings will be held earlier in the term next year.</p> <p>5.2.3 Information about Lorena's interaction with Campion and their service/support of the School will be communicated to parents via the Parent Liaison Meetings.</p>

<p>6. COV Traffic Plan <i>Dale</i></p>	<p>6. Dale tabled a proposed parking signage plan for Matlock and Killarney Streets prepared by the City of Vincent. In his discussions with COV reps, speed humps and a large one way sign on Killarney Street were discussed. Dale recommended extending the existing “Kiss and Drive” on Killarney Street as Stage 1 of the process with community feedback to be sought on further suggested changes.</p>	<p>6. Noted.</p>
<p>7. Board Committee Updates <i>Scott, Shari</i></p>	<p>7.1 Planning committee: Scott noted that despite the allocation of \$1.25 million to the Campus, there was still work for the Planning Committee to do with respect to brainstorming ideas for accommodating the projected increase in students at the Campus. Scott will convene a further meeting of the Committee to discuss this further.</p> <p>7.2 Uniform committee: Shari updated the Board on her work on this issue and noted that she was liaising closely with P & C Uniform Service Coordinator, Maree Pickens. The Campus community's views on the Uniform Code review are being actively sought. Once the consultation process is completed, a draft policy will be submitted to the Board for consideration – for implementation, hopefully in 2014. On behalf of the Board, Michael thanked Shari and Maree for their outstanding efforts so far.</p>	<p>7.1 Noted.</p> <p>7.2 Noted.</p>
<p>8. P & C Update <i>Alex</i></p>	<p>8. P&C Report: Alex reported a good start to the year for the P&C. The online canteen is working extremely well and they are now looking to include the Uniform Service in the future. Margaret Kindergarten now has grass and looks great. The P&C are planning a BBQ Sundowner to welcome the Kindy parents. Lorena will identify a suitable date and invite the Mayor, Alannah McTiernan, representatives from the Education Department, City of Vincent and Board members.</p>	<p>8. Noted.</p>
<p>9. General Business <i>All</i></p>	<p>9. Michael asked for the Board's approval to write to retiring Board members Yvonne and Jodi to thank them for their time representing the School Board. Michael will also prepare a Board update for the School newsletter.</p>	<p>9. All agreed</p>

Meeting closed: 2028 h

Next Meeting: Wed 31 July 2013

Recorded by: _____ Date: _____

Approved by: _____ Date: _____