



SCHOOL BOARD MEETING: Minutes –28 August 2017

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
1	Opening & welcome	Chair		6.00pm
1.1	Attendance/apologies / absentees	Chair		Attendance: Kelvin Shem, Duncan Smith, Angela Crowe, Tim Brooker, Sheldon Pratley Apologies: Duncan Smith Jr, Louise Bowtell, Bec Fall, Absent: Will Richards
1.2	Confirmation of agenda and correspondence	Chair		<i>Accepted Kelvin Shem</i>
2	Disclosure of Interest	All		
2.1	Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda.			None identified
3	Minutes of previous meeting	All		
3.1	Review of previous meeting minutes 31 July 2017		Yes	<i>Minutes endorsed.</i> Moved : Kelvin Shem Seconded : Duncan Smith
3.2	Actions arising			N/A
4	Decisions required			
4.1	Financial Report <i>Recommendation: That the Board endorse the Financial Report for July 2017.</i>	Principal	Yes	<i>Board endorsed Financial Report</i> Moved : Duncan Smith Seconded : Tim Brooker
4.2	Languages: <i>That the Board endorse the recommendation that:</i> <i>The Language taught at Roebuck Primary School will be Indonesian within the following provisos:</i> <ul style="list-style-type: none"> - <i>This complements and supports a cluster delivery model as well as the most accessible for in-house support and provision.</i> - <i>Is dependent upon schools resourcing but the preferred model to commence will be Yr 1 to Year 6 as per community survey</i> 	Principal	Yes	Broome Cluster Principals' Meeting 110517 Languages 2018 Languages agreed as discussed in previous meeting 11/05/17. Yawuru and Indonesian will be languages of the Broome Cluster Schools. <i>Action Item: No further action required</i> <i>Board endorsed and unanimously accepted.</i>
4.3	Voluntary Contributions & Charges	Principal	Yes	<i>Note – Voluntary school cont to be changed on booklist for future letters.</i> <i>Board endorsed and unanimously accepted.</i>
4.4	Personal Use Items (Booklists) <i>Recommendation: That the board endorse the Personal Use Items (Booklists) for 2018</i>	Principal	No	<i>Presented prior to or on the night of the board meeting.</i> <i>PUI's are kept to a minimum and total cost is if all items were purchased. Parents often carry over items from the previous year such as scissors, pencil cases, sharpeners...</i> <i>Refer to Louise Bowtell to make change regarding the acknowledgement that Office national collect VCC&C on behalf of the school.</i> <i>Board endorsed and unanimous accepted.</i>

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4.5	Reduction of board meetings from 8 to 7 per year <i>Motion</i> <i>The Board will meet seven times per year, at the following intervals unless otherwise deemed appropriate:</i> <ul style="list-style-type: none"> Term 1 Week 7 Term 2, 3 & 4 Weeks 3 & 7 	Chair	No	Excerpt from Terms of Reference (Meetings and Procedures of the Board) – reason – Wk 3, Term 1 meeting no real items for agenda to discuss as per finance and other items are not available. <i>Board would like to move the meeting. Accepted for future board meetings to be moved for 2018 and beyond.</i> <i>Board endorsed and unanimously accepted.</i>
5	Items for Discussion			
5.1	Priority review presentation – Collaboration and Partnerships	Principal	Yes	Discuss and seek board feedback and direction. Survey out to the community in Tm 4 for community input and setting future direction. <i>Ongoing item to be discussed each future board meeting. KShem to send out information to the board for their perusal and review prior to develop a profile that the board supports for our school context.</i>
5.2	Chairs Board report to the community	Duncan	No	Duncan to provide (once per term – after second board meeting) <i>Item to be placed in school newsletter.</i>
5.3	Open Board meeting	Duncan	No	Need to advertise 2 weeks before meeting. <i>Duncan to provide statement and item to be placed in school newsletter.</i>
6	Items for information			
6.1	Principal's Report	Principal	Yes	<i>Shem advised NAPLAN trial testing went well.</i>
6.2	Priority review presentation- Values	Louise	No	Information presented at the meeting <i>Postponed – Date to be advised</i>
6.3	NAPLAN – Snapshot of school profile	Shem	Yes	<i>Results for year 3 not improving as expected. Further investigated required.</i> <i>Year 5 exceeding targets for Reading & Writing, with Numeracy following closely.</i>
6.4	Sub-committees Reports	Principal	No	N/A
7	Other business			
				<i>Toilet locks broken – maintenance on door locks to be investigated.</i> <i>Year 6 to year 7 query on numbers of students from RPS going to Broome Senior? – numbers not avail from Roebuck Primary School until early next year.</i>

NEXT MEETING:	23.10.2017	MEETING CLOSED:	7.10pm	SIGNED:		29.08.2017
					CHAIRPERSON	DATE
						30.08.2017
					PRINCIPAL	DATE