

SCHOOL BOARD MEETING: Minutes –19 November 2018

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
1	Opening & welcome	Chair		
1.1	Attendance/apologies / absentees	Chair		Attendance: Derek Monks, Duncan Smith, Micalay Ross, Josie Eastwood, Kelvin Shem, Tim Brooker, Duncan Smith (Chair) Apologies: Sheldon Pratley, April Oswald Absentees: Ian West
1.2	Confirmation of agenda and correspondence	Chair		Nil
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 declared
3	Minutes of previous meeting	All		
3.1	Review of previous meeting minutes 22 October 2018 <i>Recommendation: That the Board endorse the minutes pending corrections, if any.</i>	Chair	Yes	Action item not added to this agenda: principal seeking assistance from board to raise issue with department. Endorsed: Tim Brooker Seconded: Derek Monks
3.2	Actions arising			Principal seeking assistance from board to raise issue with department. Community use school facilities
4	Decisions required			
4.1	Financial Report <i>Recommendation: That the Board endorse the Financial Report for October 2018</i>	Principal	Yes	\$52 thousand in 'green' as salaries have settled – Louise Bowtell on mat leave etc. Planned to be under expected budget. October financial budget Endorsed: Duncan Smith Seconded: Tim Brooker
4.2	Draft Financial Budget for 2019 <i>Recommendation: The Board endorse the draft budget to progress to Term One meeting, 2019.</i>	Principal	Yes	Tabled in principle 2019 draft budget – will be finalised when staff FTE is finalised.
4.3	School Development Days 2019 <i>Recommendation: The Board endorse the tabled School Development Days for 2019</i> <i>Ref: Draft 2019 Annual School Calendar</i>	Chair	No	SDD 1: 31 Jan (Mandated before students start – Module 2 KSP) SDD 2: 1 Feb (Mandated before students start) SDD 3: 30 May – (Module 3 KSP: (Thursday) SDD 4: 31 May – Cluster Conference (Friday before LWE June 3 WA Day) SDD 5: 23 August (Week 5 Term 3) SDD 6: 20 December After students have left: Trade off TBC by staff The board ask that the SDD's are advertised to the community in advance, with regular reminders. Endorsed: Duncan Smith

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
				Seconded: Derek Monks
5	Items for Discussion			
5.1	2019 School Calendar <i>Draft document - feedback</i>	Staff Rep	Yes	Board meetings timetabled as per previous years minus the first meeting in T1.
5.2	PRD Marketing	Chair	No	Email from principal from PRD for different sized ads on their rentals/sale homes marketing documents. We need to continue collaboration/partnerships but the ads are worth up to several \$1000 and feel that the ad may not be affective. Need to consider at what point do parents/caregivers decide to come to Roebuck – before or after buying/renting a house? Look at collecting some information on why community chose Roebuck as their school.
5.3	<i>Agenda Items: School Board Information Board members to email through to the principal by COB Friday prior to the board meeting</i>	Principal	No	Any board member emailed through questions from the online modules to be tabled at this meeting. No questions at this time.
6	Items for information			
6.1	Principal's Report	Principal	Yes	Received
6.2	Cluster: From 2019 Arrangements as per Principal and respective school board determination	Principal	No	Tm 1 – all together function - introduction Tm 4 – all together function – wrap up: May not happen due to time. Cluster dissolved from a Perth perspective – local context determination Networks – (Funding) – being investigated for fidelity of a networked community \$12m expense Would like to continue connections between schools. Cluster boards to still meet in the year.
6.3	Outside School Hours service provider Ref: Principal's Report	Principal	No	Covered in Principal's report.
6.4	Sub-committees Reports	N/A		
7	Other business			
	Human Resource Management	Duncan Smith		How does the school measure success in staff? Performance management, AITSL Standards Senior Teacher and Level 3 Teacher - are ways in which teachers can develop themselves. Personal recognition. Providing where the school can, professional learning.
	School Board Review	Chair		Members requested to complete and hand in School Board review.
	Utilities	Chair		How do we continue with issue of high costs of utilities? Action: Table in 2019

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
8	Meeting closed:			7.24
8.1	Next Meeting: 18 March 2019			

SIGNED:		
	CHAIRPERSON	DATE
	PRINCIPAL	DATE