

Minutes – 23 November 2020

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
1	Opening & welcome	Chair		
1.1	Attendance/apologies / absentees	Chair		Present: Duncan Smith (Chair), Tim Brooker, Lisa O'Neill, Derek Monks, Duncan Smith, Kate Jones, Jo Fox and Kelvin Shem Minutes: April Oswald Apologies: Josephine Eastwood
1.2	Confirmation of agenda and correspondence	Chair		
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.			Nil
3	Minutes of previous meeting	All		
3.1	Review of previous meeting minutes 26 October 2020. <i>Recommendation: That the Board endorse the minutes pending corrections, if any.</i>	Chair		Endorsed: Duncan Smith Seconded: Tim Brooker
3.2	Actions arising	Chair		<ul style="list-style-type: none"> Carol Shillingsworth (Co-opted Community Member) Actioned. <i>Response awaited.</i> Shire of Broome: Spoonbill footpath – P&C initiated request Actioned. <i>Response awaited.</i>
4	Decisions required			
4.1	Financial Report <i>Recommendation: That the Board endorse the Financial Report for 13 November 2020</i>	Principal	Yes	Noted
4.2	Homework Policy <i>Recommendation: The board endorse the reviewed Homework Policy (Next Review 2023)</i>	Principal	Yes	Add under:- <u>Parent Involvement</u> reflect constructive feedback/marking on their homework which could be verbal or written to support students. <u>Years 3 to 4</u> Endorsed: Jo Fox Seconded: Tim Brooker
5	Items for Discussion			
5.1	School Structure 2021	Principal & Chair	No	e/copy on the night. Reference to 5.2
5.2	Workforce Planning <i>Recommendation: The board review our school local intake area and profile re: forecast enrolments and school direction</i>	Chair	Yes 5.2.1 5.2.2	Received
5.3	Be You <i>Presentation by Lisa O'Neill on the Mental Health & Wellbeing programs operating at Roebuck PS</i>	Lisa O'Neill	No	Broad portfolio with RPS focus being: - ❖ Critical incidents (support offered by whole community); ❖ Identifying strengths and opportunities;

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				<ul style="list-style-type: none"> ❖ PL and support; ❖ Update Induction; inc ongoing support (assigned a team member) and re-inducting all staff; and ❖ Succession training of team.
5.4	Student Voice – Wellbeing & Engagement Survey <i>Dept of Edu – South Aust</i>	Principal	Yes e/copy only	Received
5.5	Student Voice – Feedback to Staff	Principal	Yes	Received
6	Items for information			
6.1	Principal's Report	Principal	Yes	Received
6.2	Strategic Direction Inputs <i>Strategic directions and review</i>	Principal	e/copy on the night	As per School Board self-assessment survey, Board and sub-group of the school community to input e/copy of Business Plan <i>Resolved 10-15min scheduled within future agendas to address strategic plan</i>
6.3	Sub-committees or Cluster Events (12 Nov)	Lisa O'Neill	No	Four members represented the board. Opportunity to view the new BSHS block.
7	Other business			
7.1	Policy on Acceptance of Gifts	Chair	No	Queried if DoE held such a policy. Confirmed a policy is in place and 'gentle reminder' is shared out to staff in Term 4.
7.2	Book Donation	Chair		Chair presented the school with a book entitled 'Finches in Australia' written by Harry Doven. Author has a connection to the school with his great nephews attending and reflects a link to our own school mascot the Gouldian finch, as depicted on the cover. Book will make a welcome addition to our school library.
7.3	Chair Appreciation	Chair		Commended everyone on their input and participation, wishing everyone a happy festive season.
8	Meeting closed:			8:08pm
8.1	Next Meeting:			15 March 2021