



Minutes – 3 August 2020

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
1	Opening & welcome	Chair		
1.1	Attendance/apologies / absentees	Chair		Attendance: Emma Dearing, Lisa Hailstone, Tim Brooker, Josephine Eastwood, Kate Jones, Derek Monks, Kelvin Shem Apologies: Duncan Smith (Chair), Jo Fox
1.2	Confirmation of agenda and correspondence	Chair		Noted.
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 8 June 2020. <i>Recommendation: That the Board endorse the minutes pending corrections, if any.</i>	Chair		Endorsed: Tim Brooker Seconded: Kate Jones
3.2	Actions arising			Nil
4	Decisions required			
4.1	Financial Report <i>Recommendation: That the Board endorse the Financial Report for 24 July 2020</i>	Principal	Yes	Endorsed Spend on Utilities noted.
4.2	Code of Conduct <i>Board members are required to acknowledge, sign and abide by the Code of Conduct</i>	Principal	Yes	New board members who have not signed a Code of Conduct are requested to do so and hand to KShem at the meeting or their earliest opportunity thereafter.
5	Items for Discussion			
5.1	Food Truck <i>Food Lab: 5 Days (Not Sun or Mon), 4pm – 8pm, 45 weeks of the year, Easter 2021 commence. Recommendation: Develop protocols on requests / permissions for food service and other community business use of school facilities.</i>	Principal	No	Neighbours to be consulted. Only one food van on site at any one time. Protocols to be developed for having food vans on site, to be endorsed by Board. Must comply with Food Service Provision as per local Shire. D Smith raised how will funds be directed.
5.2	Phase 4 (COVID-19) School Operations	Principal	Yes	Noted. K Shem noted he would rather keep current restrictions in place as part of our “new normal”.
5.3	Spoonbill Footpath	Kate Jones	Yes	(Photos) Parent has requested letter to go to Shire from Board requesting path from Jigal to Shelduck. Agreed. Action: D Smith (Chair) to write letter to Shire.
6	Items for information			

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6.1	Numeracy Presentation Emma Dearing Team Leader: Numeracy	Emma	No	Goal in 2021 – Year 3 to <u>meet</u> like schools in NAPLAN, Year 5 to <u>exceed</u> like schools in NAPLAN. E Dearing developing practices to be embedded in school. School survey results – staff wanted focus on mental computation and basic facts. Following Westwood Assessment of Basic facts, shows school is weak in division. E Dearing explained NAPLAN testing.
6.2	Principal's Report	Principal	Yes	Noted
6.3	Sub-committees <i>Greenshank; Kimberley Training Facility and Food Prep</i>	Duncan Smith	No	Obs room near completion. Looking at creating more regional buy-in. Food service room near completion.
6.4	Homework Policy <i>Thoughts and consideration for implementing in a Roebuck PS context.</i>	Principal	No	Concept: Teachers continue to set homework but instead of being done at home it is done in the 15 minutes before school classes actually start 7.45am – 8.00am Teachers are not expected to teach to this as it is work already covered. Teachers do mark the work from 8am – normal hours of instruction – supporting student learning whilst compliant with Teachers Award. Homework is often considered ineffective for primary school and more effective in a high school setting. (JHattie.) Staff are dissatisfied as time and effort is spent on preparing homework but often this is not completed by the majority and as such, ineffective. Deferred to next agenda.
6.5	Student Behaviour Plan	Jo Fox	No	Information on suspension(s). Deferred to next agenda.
7	Other business			
7.1	Community Use	Principal		Hon Samantha Rowel MLC visiting 6 Aug 2020. Review of Community Use facilities.
7.2	ECE Shade Structure Grant	Principal	No	Submission partially success for Shade Structure grant – approval received for 20k. BMW managing scope of works for a skillion style roof adjacent to W2 and W3. View to be installed during Sept/Oct term break.
7.3	Uniforms	Derek Monks		Follow up sun smart school shirts for next meeting.
8	Meeting closed:			7:18pm
8.1	Next Meeting:			31 August 2020

SIGNED:		31/08/2020
	CHAIRPERSON	DATE
		31/08/2020
	PRINCIPAL	DATE