

SCHOOL BOARD MEETING: Minutes – 8 May 2017

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
1	Opening & welcome	Chair	No	Meeting Open 6.00pm
1.1	Attendance/apologies / absentees	Chair	No	Attendance: Duncan Smith (Chair), Kelvin Shem, Duncan Smith, Tim Brooker, Sheldon Pratley, Ceridwen Cameron, Edie Wright, Bec Fall, Louise Bowtell, Alex Guthrie, Angela Crowe Apologise: Will Richards
1.2	Confirmation of agenda and correspondence	Chair	No	Late Correspondence - Hats email from Totally Workwear-in relation to item 4.2 from last meeting.
2	Disclosure of Interest			
2.1	Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda.	All	No	None identified
3	Minutes of previous meeting			
3.1	Review of previous meeting minutes from 27 th March 2017.	All	Yes	Minutes endorsed by the board Moved: Edie Wright Seconded: Tim Brooker
3.2	Actions arising	All	No	Item 5.2 from previous meeting: Feedback from Broome Schools regarding languages to be offered: Broome North-Indonesian, Cable Beach PS & Broome PS Yawuru. RPS will be able to review when more information is available – Workforce implications in late July / August Follow up item 4.3 Sporting uniform with Lisa Hebble as to status of sporting uniform.
4	Decisions required			
4.1	Financial Report Recommendation: The Board endorse the Financial Report.	Principal	Yes	Board endorsed Financial Report Moved: Duncan Smith (Chair) Seconded: Louise Bowtell
4.2	Aboriginal Education sub-committee Seeking endorsement for the implementation of a sub-committee for Aboriginal Education; specifically, providing input, reflection and review of school actions referenced against the Aboriginal Cultural Standards Framework.	Principal	No	Board endorsed implementation of sub-committee for Aboriginal Education. Inc staff representation as well as admin for balance and connectivity for any Q&A by the reference members.
5	Items for Discussion			
5.1	Early Years Presentation Alex Guthrie is presenting the work being done in the Early Years. Q&A	Alex Guthrie	No	Slideshow of reporting practices and ongoing projects in the Early Childhood Area.

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
5.2	Delivery Performance Agreement On-going review of our governance guide. Q&A.	Louise	Yes	Overview of reporting and monitoring of the DPA currently occurring within Roebuck Primary School. General discussion surrounding findings on tracking of students; sharing of school achievements and how to direct resources to support teachers' and students.
6	Items for information			
6.1	Principal's Report Q&A	Principal	Yes	Principals report noted and accepted
6.2	Aboriginal Cultural Standards Framework The framework and the five standards that guide schools to becoming culturally responsive. This follows the presentation given by Mrs Hebble on 27 March 2017. Board member reference.	Principal	Yes	Department information on the Aboriginal Cultural Standards Framework. Emphasis is on moving and shifting behaviours of staff, students and the community. It allows open, candid discussion and what are the perceptions and perspectives of stakeholders.
6.3	School Board Members Criminal Screening New board members are required to complete a mandatory criminal history screening prior to appointment. Existing members are encouraged to complete a criminal screen. Advice from Department of Education 26 April 2017.	Principal	Yes	General information for Board members to action. New members before the completion of Term 2, existing members before renewal of tenure. Thomasina to set up a screening spread sheet to monitor compliance.
6.4	Tenure of Board members – update Latest information	Principal	Yes	Welcome to our new Board members Mr Sheldon Pratley and Mr Duncan Smith. Thank you to Mrs Ceridwen Cameron and Mrs Edie Wright for your years of service on the School Board. Staff members yet to be advised.
6.5	Dignitary visit Her Excellency the Honourable Kerry Sanderson AO, Governor of Western Australia, will be visiting Broome in late July and Roebuck Primary School will be hosting Her Excellency from 10am – 11.25am. Itinerary being developed with Kimberley Development Commission	Principal	No	General information on proposed visit.
6.6	Workforce Plan 2017 Information about the background of the Workforce Planning. Currently involved in two merit selection processes for the Deputy Principal positions. On-going work on staff appointments inc permanent staff and contracted staff.	Principal	No	
6.7	Sub-committees Reports Building and Grounds: <ul style="list-style-type: none"> - Oval and quadrangle cored and top-dressed. \$14 000. Department paid. - Early Years dry riverbed installed in the holidays. - Early Years Busy Bee weekend 7 May. - Early Years Bunning's Incursion and donation of approx. \$3000 product – Garden. - Spotlights being installed for further lighting for school community events. - P&C shed attached to electricity for fridges and lighting. - Bus Bay area extended by 'three car bays'. - Spoonbill carpark temporary repaired – permission granted to have all carpark bituminised. - Admin and front office internal painting completed in the school 	Louise	No	Overview of grounds works in progress and proposed projects.

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
	holidays. - Senior school area being reviewed for special student seating and communal area - Swale on oval being costed for upgrade – Education Department paying. Communication: - Continuing to do the behind the scenes work on Connect to have an electronic portal for parents operational by mid-Semester Two			
7	Other business			

NEXT MEETING:	12 June 2017	MEETING CLOSED:	7.30pm	SIGNED:		12 June 2017
					CHAIRPERSON	DATE
NEXT MEETING:	12 June 2017	MEETING CLOSED:	7.30pm	SIGNED:		12 June 2017
					PRINCIPAL	DATE