



## Minutes – 25 November 2019, commencing 6:15pm

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
<b>1</b>	<b>Opening &amp; welcome</b>	<b>Chair</b>		
1.1	Attendance/apologies / absentees	Chair		Attendance : Duncan Smith (Chair), Derek Monks, Lisa O'Neil, Josie Eastwood, Tim Brooker, Duncan Smith and Jo Fox, Kelvin Shem Minutes : April Oswald Apologies : Sheldon Pratley
1.2	Confirmation of agenda and correspondence	Chair	No	
<b>2</b>	<b>Disclosure of Interest</b>	<b>All</b>		
2.1	Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda.			None declared
<b>3</b>	<b>Minutes of previous meeting</b>	<b>All</b>		
3.1	Review of previous meeting minutes 28 October 2019 <i>Recommendation: That the Board endorse the minutes pending corrections, if any.</i>	Chair	Yes	<b>Endorsed</b> : Tim Brooker <b>Seconded</b> : Derek Monks
3.2	Actions arising	Jo Fox		Previous 4.3: Student Behaviour Plan - Good standing <b>Resolved</b> Jo Fox to forward through information on suspension.
<b>4</b>	<b>Decisions required</b>			
4.1	Financial Report <i>Recommendation: That the Board endorse the Financial Report for 18 November 2019</i>	Principal	Yes	Noted
4.2	Draft Financial Budget for 2020 <i>Recommendation: The Board endorse the draft budget to progress to Term One meeting, 2020.</i>	Principal	No	Draft budget was not available for presentation. Census will ultimately dictate 2020 budget.
4.3	Mobile Phone Policy <i>Recommendation: That the Board endorse the Roebuck PS Mobile Phone Policy for implementation – immediate.</i>	Principal	Yes	Amend points 4 and 5 to reflect “not to be used to contact home”. Implementation 2020. <b>Endorsed</b> : Duncan Smith <b>Seconded</b> : Lisa O'Neil
<b>5</b>	<b>Items for Discussion</b>			
5.1	NAPLAN & links to Business Plan and School structure (GirL GirN)	Principal	Presentation 15 minutes Q&A 15 minutes	Chair acknowledged the well detailed presentation.
5.2	School Board Self-assessment <i>Complete online via link and review at 25 November 2019 meeting.</i>	Chair	No	Kelvin Shem to email out results at the close of the survey (29 Nov).
5.3	Homework Policy <i>Thoughts and consideration for implementing in a Roebuck PS context.</i>	Principal/ Derek Monks	No	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. One concept: Teachers continue to set homework but instead of being done at home it is done in the 15

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
				<p>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.</p> <p>Derek Monks shared:-</p> <ul style="list-style-type: none"> <li>• Homework builds independent skills, opportunity for parents to learn what their children are studying and should be fun.</li> <li>• Math bags (prepared learning kits), teachers can hand out each week. Benefit being easier to engage students. (Emma Dearing has indicated an Initial focus would commence with year 4s).</li> <li>• Trial 2020, seeking board endorsement.</li> </ul> <p><b>Resolved</b> the school and department policy be emailed to board members for consideration and item be listed in next agenda for discussion.</p>
5.4	Agenda Items: School Board Information Board members to email through to the principal by COB Friday prior to the board meeting	Principal	No	None received.
6	<b>Items for information</b>			
6.1	Principal's Report	Principal	Yes	Received
6.2	Sub-committees	Principal	No	Expressions will be sought from board members for Food Preparation Sub-Committee (greenshank renovations) upon receipt of the quality surveyors report.
7	<b>Other business</b>			
7.1	Chair acknowledgement	Chair		Acknowledged the board's commitment this year.
8	<b>Meeting closed:</b>			7:50pm
8.1	<b>Next Meeting:</b>			16 March 2020

SIGNED:		16 / 03 / 2020
	CHAIRPERSON	DATE
		16 / 03 / 2020
	PRINCIPAL	DATE