



Minutes – 31 August 2020

Item	Agenda Item	Responsibility	Attachment	Outcome/Action/Who
1	Opening & welcome	Chair		
1.1	Attendance/apologies / absentees	Chair		Attendance: K Shem, T Brooker, D Monks, D Smith (Chair), K Jones, L O'Neill, J Fox, T Jones Absent: D Smith, J Eastwood
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 3 August 2020. <i>Recommendation: That the Board endorse the minutes pending corrections, if any.</i>	Chair		Endorsed: Kate Jones Seconded: Lisa O'Neill
3.2	Actions arising Uniforms	Derek Monks	Yes	Sun smart school shirts. TWW provided prices and options of long sleeve shirt. Minimum order 300 pieces. Approx cost \$27.00 each for long sleeve option of current school shirt style. Specific manufactured style approx \$ 38.00. Action: K Shem - Parent survey on long sleeve school shirt and faction shirt.
3.3	Food Truck Protocols	Kelvin Shem		Action: K Shem - Protocols to be developed from last meeting.
3.4	Spoonbill Footpath	Duncan Smith		Action: D smith - Letter to Shire re: footpath from Jigal to Shelduck
4	Decisions required			
4.1	Financial Report <i>Recommendation: That the Board note the Financial Report for 26 August 2020</i>	Principal	Yes	Noted.
4.2	2021 Voluntary Contribution & Charges <i>Recommendation: The board endorse the VC&C for 2021</i>	Principal	Yes	Endorsed.
4.3	School Development Days 2021 <i>Recommendation: The board endorse the SDD for 2021</i>	Principal	No	SDD 1: Thursday, 28 January 2021 SDD 2: Friday, 29 January 2021 SDD 3: Monday, 19 April 2021 SDD 4: Friday, 4 June 2021 (Cluster Day) SDD 5: Monday, 11 October 2021

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				SDD 6: Friday, 17 December 2021 (Trade-off) Endorsed.
4.4	Personal Use Items (Booklists) <i>Recommendation: The board endorse the PUIs for 2021</i>	Principal	Yes	Note: The cost per Year Level is if all items were purchased, not what is carried over from the previous year. D Smith queried quality of whiteboard markers. Action: L O'Neill to email M Ross re: PP PUI list to update whiteboard marker brand. Endorsed.
4.4a	- PUIs Comparison Table			
5	Items for Discussion			
5.1	Homework Policy <i>Thoughts and consideration for implementing in a Roebuck PS context.</i>	Principal	No	(Industrial) Refined information being collated from staff. Action: K Shem – to update Board at next meeting.
5.2	<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.
6	Items for information			
6.1	Principal's Report			
6.1a	- 22 Aug Trade-off SDD minutes	Principal	Yes	Nil
6.1b	- C-19 Review			
6.2	Literacy at Roebuck Primary School	Tiana Leak: Team Leader Literacy	No	Tiana will present to the board a 20 min Q&A presentation. Ultimate Aim: Independent learning. D Smith – How did COVID affect this program. Pushed back growth target. T Leak will keep assessing to check growth rate. Year 2's will be targeted in T4. Biggest challenge was staff buy-in. Are now all on board. D Smith – Longevity of project. Shem looking at funding.
6.2	Water Corp – reimbursement (Water leaks)	Principal	No	An allowance for 1699kL has been applied to your previous bill and has been reduced by \$11,230.36 How the leak allowance was calculated The allowance was calculated by comparing the period of the leak with your current water use. We offer an allowance of up to 50% of the estimated water loss, provided you are not billed more than twice your normal water use. Merrion at BP&G commended.
6.3	Student Behaviour Plan	Jo Fox	No	Jo will address the board on information on suspension(s). Legitimate consequence. Students with disability cannot be suspended for behaviour related to their disability. Recommend to suspend for fighting and assaults against staff. Maximum period – 10 days. Current violence issues in town discussed. L O'Neill – in school suspension vs standard suspension. Suspension behaviours at RPS discussed.

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				K Jones – what do teachers do with class when student is heightened? K Shem explained different strategies and escalation plans. Debrief session for students involved? Zones of Regulation taught in class. T Brooker – are Individual Plans shared with all staff, including relief? Where possible. RPS School Behaviour Plan complies with J Fox's advice. RPS has Good Standing policy.
6.4	Sub-committees	Principal	No	Nothing to report.
7	Other business			D Monks – out of school hours damage and violence. Shem advised that joint statement being released by cluster re: current violence. We want the oval, netball courts to be open for public use. Have requested CCTV and an upgrade to security doors and windows to Education Security.
8	Meeting closed:			7:21pm
8.1	Next Meeting:			26 October 2020 Open Meeting

SIGNED:		26/10/2020
	CHAIRPERSON	DATE
		26/10/2020
	PRINCIPAL	DATE