

**School Board Meeting
BINDOON PRIMARY SCHOOL**

Minutes of meeting held on Wednesday 31st August 2017

Attendees: Glen Bewick (GB), Trish Murrell (TM), Katy Fulker (KF), Rosannah Hindmarsh (RH), Tamiaka Preston (TP), Craig Spencer (CS), Beck Foulks-Taylor (BF)

1.0	Welcome and Apologies	Actions
1.1	Opening and welcome – Meeting opened at 1.32pm. Welcome by TM Trish welcomed Beck Foulks-Taylor as a new board member taking over Jaime Hawkins position until the end of the year.	
1.2	Apologies: Linda Toms, Bee Hills	
1.3	Confirmation of agenda; 7. Board Training/Induction/Code of Conduct was not spoken about due to time restraints.	
2.0	Disclosure of Interest	
2.1	N/A	
3.0	Minutes of previous meeting	
3.1	Minutes accepted and signed, no changes GB would like to see minutes sent to board members the day after board meetings so they can be put on the website sooner. RH moved that there needs to be 7 responses accepting the minutes before it is put on the website. Seconded BF.	
3.2	<p>Matters arising from previous minutes</p> <p>4.1 Letter of thanks has been sent to Jaime Hawkins. Board as received letter from Wendy Bray stating she is on maternity leave and will return in 2018.</p> <p>3.2 GB has been in contact with YouthCARE on a number of occasions regarding the Chaplin position at the school. YouthCARE have identified someone for maybe 1 day a week next term but not guaranteed at this stage, YouthCARE looking into this. CS – Have we paid for a Chaplin in advance? GB – no, the money is still sitting in the school account. Not sure what happens to it if we do not get a Chaplin, it is an unusual situation as they have not been able to fulfil the agreement. TP – what about last years Chaplin? GB – there was an issue with timing and he was offered hours elsewhere. All local chaplains times are full. YouthCARE have exhausted all avenues.</p> <p>3.2 Exit interviews will still be ongoing Linda was attempting to contact past families, from interviews obtained to date most families have left due to family/work opportunities. TP – word in community is different. CS - if interviews are done after a time has passed it will not be accurate information. CS and RH would like to see less effort put into contacting families that have already left and concentrate on families leaving from now on. CS has offered to conduct exit interviews as he is a board member without children at the school and feels the information will be more accurate because of this. GB to speak to CS in regards to this. TP and TM supported the offer by CS to create an exit interview 'manual' or document that could be utilised in the future to record ongoing data on exit reasons. GB to speak to CS in regards to this once he has deliberated on the offer.</p> <p>3.2 School policies and bus contract information on the website is ongoing. Changes have been requested to host and waiting on them to make changes. GB explained website will only contain static information with only board minutes, P&C minutes and newsletter changing. TP would like to see a live feed of Facebook page on the website to make website look more active.</p> <p>5.5 GB explained newsletters will only be available on Connect for now to be able to gauge how it is going (although it is also available on the website and the link will be posted on Facebook site). Last newsletter there was 75 hits out of roughly 110 families. Need to get more technical information on what problems people are facing. KF suggested surveying parents at the end of the year.</p> <p>4.3 BF has not received National School Improvement Tool document</p> <p>5.6 Did Neva get follow up regarding her music lessons? Linda not at meeting to discuss.</p> <p>5.7 CS – school now has a fire hydrant and it has been tested. Suggested using paint to block out parking spot in front of it.</p>	<p>GB and CS to discuss.</p> <p>KF and GB to look into putting live Facebook feed on website.</p> <p>Look into figures more in depth at end of the year.</p> <p>GB to give BF document</p>

4.0	Priority Items	
4.1	Language 2018 – All schools will be mandated next year to teach a language, our school does not currently teach a language. There are a number of ways to implement, including online teaching, GB would like to start with year 3s only for first year and reassess after. Issues discussed include availability of teacher to teach the language, effect on current staffing and current budget as schools will receive no additional funding. Board discussed their opinions on what language to teach, all agreeing it is important for students to learn a new culture. GB interested to find out what other schools in the area teach and to get some parent feedback.	GB to get parent feedback and get information from surrounding schools
4.2	Naplan 2017 – board members handed a snapshot of data from Naplan 2017. GB spoke about results including the improvement of our year 5 students from their year 3 results 2 years ago outperforming all Australian schools. There has been a significant improvement in results over the last few years due to programs the school is running. School is very happy with the results but recognise there are areas to improve. There was a drop in year 3 performance compared to previous year 3 performance. All year 3 areas, except Spelling, were at expected performance but will subject to review by staff. TM asked how Naplan results compare to assessments run in schools. GB spoke about assessment cycles run in school. Looking at the grades teachers give out compared to Naplan results, ours is the same. Board spoke of the way Naplan tests spelling, they believe it is confusing for the students which could result in an inaccurate result. KF suggested testing our kids the way Naplan tests to expose the kids before the Naplan testing is done.	
4.3	Business Plan 2017 – Focus area 9, School Community Partnerships. GB handed out document which was a little easier to read than the one handed out at last meeting. This document has broken down what constitutes a low, medium, high and outstanding school. Discussions about where the school sits, mainly in the area of communicating to the community. TM asked what the process of having parents involved in recent review as some parents feel left out. GB explained that it was only meant as a snapshot, so very few parents were invited, which were asked by teachers and admin staff. CS – hearing a lot at meetings about lack of communication. School obviously not communicating well enough for target audience, which is magnified by small town size. GB explained we will need to choose one or two areas listed in document and make them a focus in our business plan. Discussions around board members experiences with school community partnerships. RH spoke of opportunity she bought to the school with Landcare and feels it wasn't taken up.	Board members to think about areas that should be focused on to improve our school community partnerships.
5.0	Other Business	
5.1	No other business	
6.0	Next Meeting	
	25 th October	
7.0	Meeting closed/Adjourned	
	3.23pm	
Signed:		
Chair	Date	