

Tuesday 9 June 2020
4:45 – 6:00p.m.
Staff Room

School Board

Minutes



Attendants: Rich Harries, Marlize Pretorius, Riria Grant, Phil Springett, Debra Bright, Rino Stephens, Lee-Anne Hay, Sue Iskra, Rebecca Fall

Scribe: Sue Iskra

Apologies: Vanessa McCrae, Isobelle Sellers

Business Arising from previous minutes

N/A

Confirmation of Minutes

“That the PKPS Board endorse the minutes of the previous meeting, held 12th May 2020, as a complete and accurate record”

Moved: Lee-Anne Hay

Confirmed: Debra Bright

Correspondence:

NIL

Item	Presenter	Summary of Discussion	Actions
<p>1. Finance and Principal Report</p>	<p>Phil / Sue</p>	<p>Finance Report Purchase of the following has been approved by the finance committee</p> <ul style="list-style-type: none"> • Hand Dryers - \$11740.15 (surplus funds) • Blinds W4/W1/E2 - \$1281.81 (surplus funds) • Vacuum Cleaners - \$1413.00 (cleaning budget) <p>Phil has secured additional funding from the Department for Shade Structure and Playground Equipment in the amount of \$30 000. Will now look at the best ways to spend these funds.</p> <p>Principals Report</p> <p>Enrolments – 15 for Kindy 2021 Projections for 2021 are steady and we look to have similar numbers to this year</p> <p><u>Burn Off</u> DFES are conducting a burn of on Friday afternoon, beginning at 4:00pm. Notification has gone out to the community. This is part of our bushfire preparedness plan.</p> <p><u>COVID -19</u></p> <p>Phil explained decision to keep before school and after school arrangements the same. The limit of 100 parents on site at any one time proved difficult. A survey to parents will go out in the coming weeks to get feedback on start/finish times. Staff have given feedback on positives/issues with the changes in Term 2.</p> <p>Other school activities are still impacted due to number restrictions. Due to this we will continue with assemblies being pre-recorded and camp will be investigated.</p>	

<p>2. Community Expectations Matrix</p>	<p>PBS Sub-committee / All</p>	<p>Handout provided to board members – First Draft, copy attached</p> <p>Feedback and discussion raised the following</p> <ul style="list-style-type: none"> • Dress code – visitor expectation, how do we communicate? Appropriate, OH&S, slogans • Simplify – too difficult for parents to understand • Courteous language and tone – drop use of appropriate voice, clarify volume of language • Be responsible section – double up? • Be respectful – what is the behaviour • Do we need to be specific? <p>Starting point – Sub-committee to meet again and invite others to join. Matrix need to be brief and specific.</p>	
<p>3. Fogarty Survey Results</p>	<p>Phil</p>	<p>Power Point Presentation</p> <p>Teachers</p> <ul style="list-style-type: none"> • Areas of improvement – collaboration, learning culture, Data • Areas of weakness – Technology, not considered a driver of the survey, more appropriate for a high school environment <p>Parent</p> <ul style="list-style-type: none"> • Comparative??? Are we getting different people? • Areas of improvement – feeling welcome, informed • Would the survey provide better results if at the end of the year • Community Hub effected by COVID-19 <p>Student</p> <ul style="list-style-type: none"> • Similar results/responses to last year • Low ‘sense of belonging’, possibly look at use of split classes. More work to be done around this area. 	
<p>4. School Risk Assessment</p>	<p>Phil</p>	<p>Phil and Sue have completed the schools Controlled Self Assessment.</p>	

<p>5. Open Meeting Scheduling</p> <p>6. Board Self-Assessment</p> <p>7. General Business</p>	<p>Phil</p> <p>Rich</p> <p>Phil</p>	<p>Noted - School Board Chairperson to sign minutes of each meeting. Sue to look at stocktake process. To be completed once a year Board given the Delivery and Performance Agreement Template to read and table questions at next meeting.</p> <p>Open Meeting to take place – 1st meeting fourth term</p> <p>6 out of 10 responses to the survey. Phil took us through outcomes Next Self-Assessment was agreed the board would complete during a meeting to discuss/clarify interpretation of questions Meeting 1 – Term 4 do survey Meeting 2 – Term 4 discuss</p> <p>Warnbro Cell Awards 18th September - TBC</p>	<p>Advertise through usual channels</p>
<p>Next Meeting</p>		<p>Tuesday 4th August 2020</p>	

Rich Harries
Board Chair

Phillip Springett
Principal