



Coolbinia Primary School Board

Minutes of the meeting held Tuesday 3 May 2016

TIME	Coolbinia Primary School Staffroom Tuesday 3 May 2016, 6.00pm		Board to: <i>Identify whether board is to note, confirm or decide in relation to the item.</i>	Who: <i>Identify person to lead discussion on that item.</i>
6.05 pm	1.0	Apologies & Attendance		
1.1	Attendance: Jayne Conley (Principal), Debra Holland (Associate Principal), Adam Scott (Parent representative - Chairman), Rebekah Melville (Staff representative), Lich Perera (Parent representative), , Chris Rowett (co-opted member), Annemarie Dembo (Staff representative), Simon Rigby (Parent Representative), Jason Hoogland (Parent Representative)			Adam
1.2	Apologies - Mark Wirtz (Chairman), Sandro Di Girolamo (Parent representative), Calvin Hawkins(Parent representative)			Adam
1.3	Welcome to our new member – Jason Hoogland Expression of interest from Cam Edwards – Jayne to invite to next meeting			Adam and Jayne
1.4	Disclosure of interests - none declared			
	2.0	Minutes of Previous Meeting Read and accepted as tabled Minutes Confirmed: Simon Rigby Seconded: Lich Perera		
	3.0	Business Arising		
3.1	<ul style="list-style-type: none"> Budget 	<ul style="list-style-type: none"> Now operational budget- discuss in Finance report 	Chris	
3.2	<ul style="list-style-type: none"> Annual report 	<ul style="list-style-type: none"> Finalised and submitted Endorsed by council 	Jayne	
3.3	<ul style="list-style-type: none"> Terms of Reference 	<ul style="list-style-type: none"> Members have access to dropbox document Jayne happy to convene an meeting to discuss further 	Jayne / Adam	
3.4	<ul style="list-style-type: none"> Uniform Policy 	<ul style="list-style-type: none"> Discuss in General Business 	Jayne	
3.5	<ul style="list-style-type: none"> Chair for 2016 	<ul style="list-style-type: none"> Adam Scott to take on role Vice Chair to be nominated at next meeting 	Adam	
3.6	<ul style="list-style-type: none"> Website 	<ul style="list-style-type: none"> Info from each member for website to Annemarie Photos to be taken after this meeting 	Annemarie	
	4.0	Agenda Items		
4.1	<ul style="list-style-type: none"> Positive Behaviour Support 	<ul style="list-style-type: none"> Process for Coolbinia to set own school behaviour expectations based on data collected from students, staff, parents and community members. Proactive program rather than reactive 	Olivia George and Luke Erceg	

		<ul style="list-style-type: none"> To implement clear and common expectations of behaviour from identified student, staff and community values Whole of school commitment to school culture improvement. Initial phase to implement will take up to 18 months and then the process will be monitored and updated as needed. 	
4.2	<ul style="list-style-type: none"> Policies for review 	<ul style="list-style-type: none"> Discussion and updates needed for Planner 2016 and Policy Review Policies to be reviewed by board members with feedback to board meeting <ul style="list-style-type: none"> Fundraising – Annemarie/Jason Reconciliation – Elaine/ Jayne Classroom Placement – Jayne Communication Conflict Resolution – all members feedback to Jayne Mobile Phone & Electronic Devices – Lich 	Adam / Jayne
4.3	<ul style="list-style-type: none"> IPS Review 	<ul style="list-style-type: none"> Semester 2 Self -Review finalized by Wed Sept 28 Reviewers visit the school Wednesday 28 October and Thursday 29 October 	Jayne / Adam
4.4	<ul style="list-style-type: none"> New Business Plan 	<ul style="list-style-type: none"> Term 4 	Jayne / Adam
4.5	<ul style="list-style-type: none"> Uniform Policy 	<ul style="list-style-type: none"> Students hair colouring should be of natural shades Board supports change 	Jayne
4.6	<ul style="list-style-type: none"> Finance 	<ul style="list-style-type: none"> Operational Budget now finalised \$3 812 873 confirmed DoE minimum spending requirement 10% of reserve funds and 96% of current budget Funding Priorities 2016 <ul style="list-style-type: none"> Whole of school – Relief funding for Professional Learning Communities, Phase of Learning leadership, Positive Schools (health and wellbeing), Positive Behaviour Support Extra funding through TDS Science and Technologies and STEM (Science, Technologies, Engineering and Mathematics) Maintenance and upgrading – classrooms, fencing ELC, Fencing to enclose bin area, undercover area- PA cupboard and general clean and upgrade. Whole of School Professional Learning in priority areas. Interest by new members for a finance information session – Jayne to convene 	Chris

	5.0	General Business	
5.1	<ul style="list-style-type: none"> School Website 	<ul style="list-style-type: none"> New site to be online very soon. Issues of upload of minutes to be resolved Thanks to Annemarie for all her hard work on the new site. 	Jayne
5.2	<ul style="list-style-type: none"> Finance information 	<ul style="list-style-type: none"> Thanks to Chris for her Financial reports Important that we have relevant and up to date information. 	Jayne
5.3	<ul style="list-style-type: none"> Dates for Future Meetings 	<ul style="list-style-type: none"> Term 2 – Tuesday 14 June 2016 at 6pm Term 3 – Tuesday 26 July (Week 2) and Tuesday 30 Aug (Week 7) 	Adam
Next meeting	Tuesday 14 June 2016 @ 6:00pm.		
	Meeting closed at 7.57 pm		
Signed (Chair)		Date	