



Coolbinia Primary School Board

Minutes of the meeting held Tuesday 30 August 2016

TIME	Coolbinia Primary School Staffroom Tuesday 30 August 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: Adam Scott (Chairman), Jayne Conley (Principal), Debra Holland (Associate Principal), Cameron Edwards (Parent representative), Rebekah Melville (Staff representative), Lich Perera (Parent representative), Jason Hoogland (Parent representative), Chris Rowett (co-opted member) Annemarie Dembo (Staff representative),			Adam
1.2	Apologies - Calvin Hawkins (Parent representative), Simon Rigby (Parent Representative), Sandro Di Girolamo (parent representative)			Adam/Jayne
1.3	Disclosure of interests - none declared			
	2.0	Minutes of Previous Meeting Minutes Accepted: Jayne Conley Seconded: Cameron Edwards 5.4 Parent survey - reference to LOTE Italian		
	3.0	Business Arising		
3.1	• Nil			
	4.0	Principals Report		
4.1	• NAPLAN Data	<ul style="list-style-type: none"> • Overall a very positive result for the school when compared to like schools and the state. • Staff keen to continue to improve outcomes for students, even though the results are very good. • Continued focus on Literacy and Numeracy needed. Actions identified: <ul style="list-style-type: none"> - Focus on Literacy and Numeracy - Brightpath – writing currently and reading in 2017 - 2016 focus on scope and sequence across all learning areas incl Maths to link curriculum and Prime Maths - Professional Learning from SCSA - Prime Maths consolidation in 2016/17 - Buy in of all staff – consistency across the school - Write targets to lift students bands to be as good or better than like schools • The Board requested the Principal pass on thanks from the board for the work the school staff are doing to improve NAPLAN through evidence based and data driven focus. 	Jayne	

4.2	<ul style="list-style-type: none"> Staff Survey 	<ul style="list-style-type: none"> Mainly positive responses. Principal to take the results to staff meeting and workshop with staff to continue areas of strength and identify strategies for improvement where necessary. Survey could be more inclusive of all staff – not just questions about teaching. 	Jayne
4.3	<ul style="list-style-type: none"> Graduation shirts 	<ul style="list-style-type: none"> Concern of the time spent this year on designing the graduation shirt and then they are not received until half way through the year Proposition to have a standard leaver's shirt in Black and Green available early in the year. <p>School Board endorses and supports the use of a shirt reflective of the school uniform which can be individualised each year for different year 6 cohorts.</p>	Jayne
4.4	<ul style="list-style-type: none"> Business Plan/ DES Review 	<ul style="list-style-type: none"> Currently reviewing teaching and learning targets for DES review. Jayne to distribute to members on disk to read before the visit next term. New business plan to be drafted for Term 4 	Jayne
	<ul style="list-style-type: none"> 		
	5.0	Board Business	
5.1	<ul style="list-style-type: none"> Policy – Bullying Framework and Class Placement Policy 	<ul style="list-style-type: none"> Jayne to email to members. Please email Jayne with changes by Friday 9 September. 	Jayne
	6.0	Finance Report	
6.1	<ul style="list-style-type: none"> Finance 	<ul style="list-style-type: none"> Tabled one line budget report The school is operating within budget and meeting the Minimum Expenditure Requirement. Quotes for upgrades to undercover area and classroom refreshment being made through Programmed for funding from school or P&C funds No further questions 	Chris
	7.0	General Business	
7.1	<ul style="list-style-type: none"> Protective Behaviours 	<ul style="list-style-type: none"> Staff and parents workshops to be held this term – P&C have requested this 	Jayne
7.2	<ul style="list-style-type: none"> Paperless meetings 	<ul style="list-style-type: none"> Installation of projector in the staff room to go ahead this Thursday – paperless meetings are coming. 	Chris
7.3	<ul style="list-style-type: none"> Fundraising/ sponsorship Policies 	<ul style="list-style-type: none"> Request for more info Year 6 fetes, charity fundraisers 	Jayne
7.4	<ul style="list-style-type: none"> NAPLAN 	<ul style="list-style-type: none"> Like schools – Jayne to send out to members 	Jayne

7.5	<ul style="list-style-type: none"> School Website 	<ul style="list-style-type: none"> Coming soon Trying to enter all the data so it is launched with correct info 	Annemarie
7.6	<ul style="list-style-type: none"> LOTE 2017 	<ul style="list-style-type: none"> Opportunity to have some Korean in the school for language and Asian culture studies Italian will continue. Jayne to continue investigating. 	Jayne
Next meeting	Tuesday 18 October 2016 @ 6:00pm. DES review – timetable and process Contributions and Charges 2017 Tuesday 22 November 2016 @ 6.00pm Meeting closed at 7.35 pm		
Signed (Chair)		Date	