



Coolbinia Primary School Board

Minutes of the meeting held Tuesday 1 December, 2015

| TIME | Coolbinia Primary School Library Tuesday 1 December 2015, 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> |
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| 6.05 pm | 1.0 Apologies & Attendance | | |
| 1.1 | Attendance: Mark Wirtz (Chairman), Pubudu Premachandra (Parent representative), Jayne Conley (Principal), Debra Holland (Associate Principal), Adam Scott (Parent representative), Rebekah Melville (Staff representative), Ian Yiannakis (Parent representative), Sue Meaghan (Parent representative), Chris Rowett (co-opted member) | | Mark |
| 1.2 | Apologies - Eve Lucas (Community representative), Annemarie Dembo (Staff representative), | | Mark |
| 1.3 | Welcome to our open meeting – Lich Perera (Parent Visitor) Simon Rigby (parent Visitor) arrived after meeting finished | | Mark and Jayne |
| 1.4 | Disclosure of interests - none declared | | |
| | 2.0 Minutes of Previous Meeting Confirmed: Pubudu Premachandra Seconded: Adam Scott | | |
| | 3.0 Business Arising | | |
| | | | Mar/ Jayne |
| | 4.0 Highlights of 2015 | | |
| | <ul style="list-style-type: none"> Achievements during 2015 | <ul style="list-style-type: none"> Julia Creasy Level 3 Teacher PALS Awards Elaine Lewis – Pride of Australia Finalist Science/technologies Teacher Development School for 2015/16 NAPLAN results Interschool Athletics and Cross Country winners Artopia Scitopia Remote schools visit Karen Usher and Bert Breschiani's retirements Nature Playground built and opened New school uniform Inspire groups across the school Learning Support Coordinator ABLES WA – disabilities in classes <p>The board commends the school staff and students on these achievements</p> | Mark/ Jayne |

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| | 5.0 | Board Business | |
| 5.1 | <ul style="list-style-type: none"> NAPLAN | <ul style="list-style-type: none"> Good growth in last 5 years Aim for both high progress and high achievement Still have some areas for improvement | Jayne |
| 5.2 | <ul style="list-style-type: none"> Policies | <ul style="list-style-type: none"> Anaphylaxis policy - feedback via email and approval Digital Technologies Policy – feedback via email and approval Policies will be endorsed by the Board via email | Jayne |
| 5.3 | <ul style="list-style-type: none"> Behaviour Management Policy | <ul style="list-style-type: none"> Focus on teaching children the skills needed for self-management Rules and expectations same In class procedures tightened Use of Zones of Regulation across the school and social and emotional language, reflection sheets Focus on positive behaviour through rewards, Tribes training Move to management document and positive behaviours plan over next 12 months. Policy document endorsed by the Board with review date of Semester 1 2016 | Julia/ Debra |
| 5.4 | <ul style="list-style-type: none"> School Board Effectiveness Review | <ul style="list-style-type: none"> Great results Will endeavour to make all meetings 1hr Meetings for 2016 – 2 x1 Hour meetings each term | Mark |
| 5.5 | <ul style="list-style-type: none"> Focus for Board in 2016 | <ul style="list-style-type: none"> IPS Review Sept 2016 Analysis of targets in current plan Development of Business Plan 2016 | |
| | 6.0 | Financial Report | |
| | <ul style="list-style-type: none"> SCF One line budget and Cash accounts reports tabled | <ul style="list-style-type: none"> Proposed budgets for 2016 Final Budget to be approved by Finance Committee in new year and returned to board for approval. <p>Report endorsed by Board</p> | Chris |
| | 7.0 | New School Board | |
| 7.1 | <ul style="list-style-type: none"> New members | <ul style="list-style-type: none"> Nominations close 4 December Jayne to advise of new Board members or election process if needed. Board Chair to be elected at first meeting | Jayne |
| | 8.0 | Thank you | |
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| | <ul style="list-style-type: none"> • Board members | <ul style="list-style-type: none"> • Thank you to Mark for his outstanding work as Board Chair – your impact is always so positive • Mark thanked all board members for their opinions, input and contributions over the year. | |
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| Next meeting | Tuesday 1 March 2016 @ 6:00pm. | | |
| | Meeting closed at 7.05 pm | | |
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| Signed (Chair) | | Date | |