



Gooseberry Hill Primary School

School Board

24 Ledger Road, GOOSEBERRY HILL WA 6076

Telephone: (08) 9293 2777

Website: www.ghps.com.au

Co-chairs: Kevin Boots & Novak Drazevich

An Independent Public School of the Department of Education nestled in the Perth Hills

Meeting Date:	1st May – 18:30	Meeting Venue:	GHPS Board Room
Attendees:	Patrick Bourke (PB), Anne Bell (AB), Novak Drazevich (ND), Lynne Tognolini (LT), Kylie Eaton (KE), Judy LeBlanc (JB), Robyn Nicolaou (RN), Blair Marsh (BM), Suellen Brown (SB), Kevin Boots (KB); Robert Anderson (RA) Donna Marshall (DM),		
Apologies:	Rob Anderson, Blair Marsh, Judy LeBlanc, Kylie Eaton		
Next meeting:	Mon 11 Sept 17	Meeting Chair:	Kevin Boots
Recorder of Minutes:	Novak Drazevich		

No	Item	Discussion	Agreed Action	Status	Speaker/ Responsible	Agreed Date	Time (Mins)
1.0	Open /Apologies						
1.1	Open	•					1
1.2	Apologies	•	Rob, Judy, Blair, Kylie				1
1.3	Confirm Agenda	•					1
1.4	Quorum/Conflict of Interests	• Quorum achieved	Yes				1
1.5	Board Changes/Matters	• School Board Nominations	5 nominations for Parent rep. PB proposed Electronic election at \$99. Preferential process starts Friday. Wednesday newsletter to advise process. 2 weeks close Friday 19 th May at 4pm.				1

			The Board accepted the nominations and supports the proposed election process. Moved: KB Seconded: SB Carried				
2.0	Previous Minutes						
2.1	Acceptance of March 2017 minutes as true and accurate record	<ul style="list-style-type: none"> Minutes of 27th March 2017 were read and accepted by the School Board 	Accepted: PB Seconded: AB Carried				5
2.2	Actions arising from previous minutes	<ul style="list-style-type: none"> OPTUS Tower update 	<p>Letter from Board to Howard Game was sent to find out plans – response received that it is proceeding as planned.</p> <p>It was proposed that this information be distributed to the school community via the newsletter, welcoming feedback. Advise we will follow up with survey. PB to raise at P&C meeting.</p> <p>Moved: AB Seconded: RN Carried</p>		PB		
2.3		<ul style="list-style-type: none"> Music Sub Committee update 	<p>KB provided update. Numbers 74 (adults and children) plus 2 infants. Flights, uniforms, rehearsals, itinerary details are well underway to being finalised.</p>		KB		5

			Accepted: SB Seconded: ND Carried				
2.4		<ul style="list-style-type: none"> Asbestos Update Independent Auditors Report FOI – Hills Resident application FOI – School Board Contact Andrew Hastie to obtain FOI Application 	<p>Email from Noel Davies as tabled, regarding request for meeting with small group of community members only.</p> <p>School Board believes the way forward is for reports to be released thus allowing all community members access to the information.</p> <p>Offer for the School to distribute the reports through the school network.</p> <p>FOI request - documents only available if in Dept possession, not private.</p> <p>Moved: PB Seconded: DM Carried</p>		PB		5
2.5		<ul style="list-style-type: none"> Traffic update Striping of kiss and drop zone 	Striping done.		KE / PB		5

		<ul style="list-style-type: none"> Revisit the application for 17 car bays in Huntley St with DOE Crossing at Ledger Rd – P&C to apply for B Class Pedestrian Crossing 	<p>Nothing further on car bays.</p> <p>Crossing application to be discussed at next meeting.</p> <p>40 flashing signs now working.</p> <p>Accepted: SB Seconded: DM Carried</p>				
3.0	Reports & Operational Matters						
3.1	Principal's Report	<ul style="list-style-type: none"> Principals Report <p>School Review Process and targets.</p>	<ul style="list-style-type: none"> The written report was accepted as tabled. <p>Accepted: KB Seconded: RN Carried</p> <p>Now for reviewers to go through our results. New targets into next business plan to be established once report feedback received.</p> <p>Review Monday 15th and Tuesday 16th May.</p> <p>Need an agenda for these two days. Draft to be supplied and PB to</p>		PB		10
					PB/AB		15

			<p>email to Board.</p> <p>Board Members meeting with the reviewers where available for attendance on Tuesday 16th May.</p> <p>Moved: KB Seconded: RN Carried</p> <p>AB presented Officemax offer for Booklist supplier 2018 and proposed this arrangement be continued. Board accepted.</p> <p>Accepted: SB Seconded: LT Carried</p>			
3.2	Financial Report	<ul style="list-style-type: none"> Principals Reports - 	<ul style="list-style-type: none"> The written Principal's Report was accepted The Financial Report was presented and accepted <p>Accepted: SB Seconded: DM Carried</p>		PB	5
3.3	Annual School	<ul style="list-style-type: none"> Progress to date 	Work in progress. To be sent		PB	10

	Report 2016		to board for review. Moved: PB Seconded: KB Carried				
3.4	Principal Recruitment	<ul style="list-style-type: none"> Process and progress update regarding interviews for new principal. 	<p>Letter to be sent from Board Co-Chair regarding preferred candidate attributes to be considered.</p> <p>Advertising for position imminent which will start the application process.</p> <p>Moved: KB Seconded: AB Carried</p>				
4.0	Board Endorsement						
4.1	Workforce Plan 2017	<ul style="list-style-type: none"> Managing staffing at GHPS 	<p>Skillsets required in 2018 as per plan document tabled.</p> <p>Endorsed by the School Board.</p> <p>Accepted: KB Seconded: SB Carried</p>		PB		5
5.0	Additional Items						
5.1	Criminal Screening – School Boards		<p>From Term 2 2017 it is a requirement that Board Members have a criminal check.</p> <p>Up to Board’s discretion as to</p>		PB		5

			<p>whether existing members undergo the check. The Board requests that all members have the check. Refer to email from PB regarding application.</p> <p>New candidates to be advised that this will be required.</p> <p>Moved: KB Seconded: DM Carried</p>			
5.2	Correspondence In	<ul style="list-style-type: none"> Hillians netball regarding use of school facilities Lavan Legal - Proposed Aldi Liquor Outlet in Kalamunda Matthew Hughes MLA - BAL 	<p>Approved.</p> <p>No objections.</p> <p>Incoming correspondence Accepted: SB Seconded: DM Carried.</p> <p>Letter response received. Letter also sent to John Fischer. It was proposed that a reminder letter to John Fischer to be sent prior to next meeting and then follow up subject to response.</p>		PB	5

			Moved: PB Seconded: AB Carried				
5.3	Correspondence Out	<ul style="list-style-type: none"> FOI John Fischer DOE Matthew Hughes John Day 	<p>Correspondence out as discussed in related issues.</p> <p>Letter to John Day to thank him for his support as he leaves his role.</p> <p>Accepted: SB Seconded: ND Carried</p>		PB		5
5.4	Photography of students	<ul style="list-style-type: none"> Discussion with parents on how they can assist with implementation of their wishes. 	<p>Discussed with staff. No suggestions received from parents so process continues as current.</p> <p>Accepted: ND Seconded: LT Carried</p>		AB		5
5.5	Board Meetings 2017	<ul style="list-style-type: none"> Proposed Dates: Mon 20 Feb 17 Mon 27 March 17 Mon 1 May 2017 (Special) Tues 16 May 17 1.30pm School Review if able to attend Mon 24 July 2017 Mon 11 Sept 17 Mon 24 Oct 17 Mon 27 Nov 17 School Board Function TBA 	<p>Next meeting to be held early Term 3 as there is a long break (original meeting date brought forward from June to May)</p> <p>Monday 24th July – next meeting.</p>		PB		1

5.6	Other items		Funding Agreement 2017 to be signed as attachment to the Delivery and Performance Agreement. Board endorsed. Moved: PB Seconded: SB Carried		PB		
	Next Meeting	• Mon 24 th July 2017	Meeting Closed	2040		Time (H:M)	1H:35M

Distribution List: Patrick Bourke (PB), Anne Bell (AB), Novak Drazevich (ND), Lynne Tognolini (LT), Robert Anderson (RA), Kylie Eaton (KE), Judy LeBlanc (JB), Robyn Nicolaou (RN), Blair Marsh (BM), Suellen Brown (SB), Kevin Boots (KB)

Chair	Signature	Date	Principal	Signature	Date

This meeting was advertised as an OPEN MEETING for the School Community