



Gooseberry Hill Primary School School Board Minutes

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

24 Ledger Road, GOOSEBERRY HILL WA 6076
Telephone: (08) 9293 2777
Website: www.ghps.com.au
Chair: Kevin Boots, Principal Matthew Snell.

Meeting Date:	14th August 2018, 6.30pm.	Meeting Venue:	GHPS Board Room			
Attendees:	Cameron Maitland (CM), Lynne Tognolini (LT), Chris Rogers (CR), Suellen Brown (SB) Suzanna Robertson(SR), Brook Durling (BD), Matthew Snell (MS), Anne Bell (AB), Robyn Nicolaou (RN), Donna Marshall (DM), Raquel Bebbington(RB) Kylie Eaton (KE)					
Apologies:						
Next meeting:	23 rd October 2018	Meeting Chair:	Brook Durling			
Recorder of Minutes:	Donna Marshall					
No	Item	Discussion	Agreed Action	Status	Speaker/ Responsible	Time (Mins)
1.0	Open /Apologies					
1.1	Open	<ul style="list-style-type: none"> 6.35pm 			BD	
1.2	Apologies	<ul style="list-style-type: none"> Anne Bell, Kylie Eaton 			BD	
1.3	Confirm Agenda	<ul style="list-style-type: none"> 			BD	
1.4	Quorum/Conflict of Interests	<ul style="list-style-type: none"> 			BD	
1.5	Board Changes/Matters	<ul style="list-style-type: none"> 			BD	
3.0	Previous Minutes					
3.1	Acceptance of minutes as true and accurate record	<ul style="list-style-type: none"> Minutes of School Board presented. 	Accepted: Cameron Maitland Seconded: Robyn Nicolaou Carried		BD	
2.0	Actions Arising					

2.1	Environmental Update	Asbestos Management Plan: (AMP) DOE and DWER have accepted that there has been possible contamination but the process has been followed and the plan is suitable for the site. Plan available for visitors at front office and on the website.	Continue monitoring as per Action Plan Accepted Donna Marshall Seconded Raquel Bebbington Carried		MS BD	
3.0	Reports & Operational Matters					
3.1	Principal's Report	Principals Report NAPLAN results condensed but not necessarily comparative due to some schools using on-line and others not. Public School Review Process 3 year cyclic review. Business Plan- Operational Plans being set up for core Learning Areas. Then we will backward map targets to move forward. Numbers 2019. Full at the moment no out of area enrolments available. School Fair 21 st October 2018. P&C organising	NAPLAN discussions with staff as to how to disseminate this data School Business Plans: Backward Mapping Class placement requests for specific learning needs. 2 week window to be addressed in writing to Matt so all placements can be considered. Report Accepted: Suellen Brown Seconded: Suzanna Robertson Carried		MS	
3.2	Financial Report	Financial Report			MS	

		<p>Variance \$356,248 Spending on track 96% Asset replacement Plan in place. P&C Fair money potential outdoor Science and Technology Area. Science classroom Grant application in for \$25000 potential area Cooke Room. Budget Submission for activities plan for spending and budget accordingly. Student Requirements 2019 3 Options Campion, OfficeMax and West Schools. Matt moved we pursue Campion as our supplier.</p>	<p>Report Accepted: Chris Rogers Seconded: Lynne Tognolini Carried Moved all in favour</p>			
3.3	Business Plan / Board Directions	<p>Induction Modules Matt and Brooke went to the Induction Course. Boards Term of Reference Board Elections/EOI Process Business Plan 2019-2020. Board Members Criminal Record Check required of Board Members. A link has been sent via Dropbox.</p>	<p>Matt will place Modules 1&2 in the Dropbox for members to read over and discuss at beginning of the next meeting. P&C Rep welcome to be on the Board but do not have voting rights. Consider what vacancies we need to fill on the Board over the coming cycle. Read over the Terms of Reference anything that needs updating make a note.</p> <p>Accepted: Suellen Brown Seconded: Suzanna Robertson Carried</p>		MS BD	
4.0	Additional Items for discussion					
4.1	Review Bushfire Plan	<p>Communications details to be updated and plan added to Dropbox and School website. To be signed off by DFES Feb 2018.</p>	<p>Signed off and completed.</p>		MS	

4.2	Overview of School Board Function 2018	Additional environmental review items have been included. Induction of new Board Members Open Board Meeting 23 rd October	All plans submitted. Invite recent nominees to open meeting.		MS	
4.3	Board Meetings 2018	Dates: Tuesday 23 October 2018 - Open meeting Tuesday 27 November 2018	Accepted Raquel Bebbington Seconded Donna Marshall Carried		BD	
5.0	Correspondence					
5.1	Correspondence In	Letter from DWER Resignation letter from Kevin Boots	Available for Board Members to read.		BD	
5.2	Correspondence Out					
	Next Meeting	23 rd October 2018	Meeting closed	Time 7:55 pm	BD	

Distribution List: Cameron Maitland (CM), Lynne Tognolini (LT), Kylie Eaton (KE), Chris Rogers (CR), Suellen Brown (SB) Suzanna Robertson (SR), Brook Durling (BD), Matthew Snell (MS), Anne Bell (AB), , Robyn Nicolaou (RN), Donna Marshall (DM), Raquel Bebbington (RB).

Chair	Signature	Date	Principal	Signature	Date
B.Durling					