



Gooseberry Hill Primary School School Board Minutes

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

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Website: www.ghps.com.au
Chair: Brook Durling, Principal Matthew Snell.

Meeting Date:	23 rd June, 2020 @ 6.30pm.	Meeting Venue:	GHPS Board Room			
Attendees:	Cameron Maitland (CM), Faye Morgan (CR), Suzanna Robertson(SR), Brook Durling (BD), Matthew Snell (MS), Janessa Kennington (JK), Donna Marshall (DM), Raquel Bebbington (RB), Sue Saville (SS), Rachael Bolton (R) Lauren Johnson (LJ), Tom Atkinson (TA), Kym Buckingham, Faye Morgan (FA)					
Apologies:	Nil					
Next meeting:	08/09/2020	Meeting Chair:	Brook Durling			
Recorder of Minutes:	Raquel Bebbington					
No	Item	Discussion	Agreed Action	Status	Speaker/ Responsible	Time (Mins)
1.0	Open /Apologies	6:31				
1.1	Open	Welcome back			BD	
1.2	Apologies	None			BD	
1.3	Confirm Agenda	Confirmed			BD	
1.4	Quorum/Conflict of Interests	Quorum – yes C.O.I - no			BD	
1.5	Board Changes/Matters	Brook and Matt to re-engage Brian Gordon from Bendigo Bank as potential Community Representative.	Meet with Brian Gordon early next week.		BD MS	
2.0	Previous Minutes					
2.1	Acceptance of minutes as true and accurate record	Minutes of School Board presented.	Accepted: BD Seconded: CM		BD	

3.0	Reports & Operational Matters					
3.1	Principal's Report	<p>COVID19 Update: Premiers announcement – new guidelines of operations in schools should be released 25/6/20.</p> <p>Post Crisis Reflection</p>	<p>GHPS operating guidelines will remain 'as is' and not change for the remainder of Term 2. Any new guidelines announced will commence in Term 3 Agreed: SR Seconded:TA</p> <p>Template Brainstorm – to be completed after meeting closed.</p>		MS	
3.2	Financial Report	<p>School Financial position submitted GHPS is in a good financial position and able to make necessary upgrades this year.</p>	<p>Accepted: JK Seconded: LJ</p>		MS	
3.3	Business Plan / Board Directions	<p>Annual Report (2019) Postponed</p> <p>Does the Board feel it is reasonable to still produce a report? Yes, it is still warranted. Read by incoming staff and families, and still of interest to current families.</p> <p>Leading School Improvement Professional Learning. Leadership Teams are comprised of a core group of staff in leadership roles. Leadership team will inform and report on current practise. Reflect on what works, what doesn't and use that to direct 'core business' forward. Leadership teams report back to their PODs and workshop/plan ideas with the rest of the staff. Decisions are staff directed.</p>	<p>A summarised version of the current Annual Report format with focus being on - a data driven report reviewing Targets.</p> <p>School Leadership team to attend in Semester 2 to develop next Business Plan Cycle and School Review Processes. The School Board may be engaged throughout this process.</p>		MS	

		<p>The 2021 GHPS Business Plan will be an outcome of this process and the process will help to direct us with the school review.</p> <p>Board contributions to this process may be necessary.</p>				
3.4	P&C	<p>Meeting held</p> <p>2019 Constitution adopted</p> <p>Due to COVID there has not a lot to work on.</p> <p>Dance-a-thon next week and future fundraising opportunities are in the planning stage.</p> <p>Road crossing – Current usage of intersection would demonstrate more than enough need, a crossing is important.</p> <p>Application for road crossing has been submitted.</p>			R	
4.0	Additional Items for discussion					
4.1	Review Bushfire Plan	<p>Bushfire Risk Assessment And Treatment Plan</p> <p>Risk assessment baseline has come down slightly</p> <p>Clear and significant buffer zones have been created around the perimeter of GHPS.</p> <p>The busing out of students and the use of Huntley St escape route would both occur only with enough warning time.</p> <p>Huntley St gate – a key is now held by the school and the gravel road through this zone has been widened.</p>	<p>Works Complete</p> <p>Signed and Submitted by DOE and DFES</p> <p>New and safer locations will be written into the new bushfire plan.</p>		MS	

		<p>Future considerations for Keene Area safe zone.</p> <ol style="list-style-type: none"> Toilet facility to be built. (in discussion phase) Extra Supplies – held in canteen. 				
4.2	Overview of School Board Function 2020	<p>School Uniform change</p> <p>New shirt sample provided – very good design – well liked.</p> <p>School jackets and jumpers - many varieties currently in use.</p> <p>Further consultation of community wants for future jumpers/jackets to be undertaken.</p> <p>School Self-Assessment Plan</p>	<p>Board is happy to endorse new style with amendments/questions regarding the school emblem, those being: Will the school name be a part of the emblem as per former design? The colour in shield needs correcting.</p> <p>Lauren Johnson to lead discussion/consultation with community regarding jackets/jumpers.</p> <p>As per Business Plan Accepted:KB Seconded:JK</p>		MS	
4.3	Board Meetings 2020	<p>Dates:</p> <p>Tuesday 8th of September</p> <p>Tuesday 27th of October</p> <p>Tuesday 8th of December (KH)</p>	<p>Accepted:BD Seconded:LJ</p>		BD	
5.0	Correspondence					
5.1	Correspondence In	NIL			BD	
5.2	Correspondence Out	NIL				
	Next Meeting	Tuesday 8 th of September			BD	

6.0	Other Business					
		<p>LJ: Building updates</p> <p>Kindy Room – an extension is being built outside the eastern side of kindy.</p> <p>Nature space, nature play to be built outside Room 5 and Cook Room area. A big and engaging space, this will form part of the P&C fundraising focus.</p> <p>Feasibility of a new staffroom - to be built adjoining the current administration building on southern side.</p> <p>New roofing of A & B Block and the old uUCA will commence week 10 and throughout the school holidays.</p> <p>Government stimulus funding used towards these upgrades.</p>				
	Meeting closed	19:15				