



Gooseberry Hill Primary School School Board Agenda

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: Brook Durling, Principal Matthew Snell.

Meeting Date:	7 th September, 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 (RBo) Lauren Johnson (LJ), Tom Atkinson (TA), Kym Buckingham. Brian Gordon (BG)					
Apologies:	Tom Atkinson, Rachael Bolton, Faye Morgan					
Next meeting:	01/12/2020	Meeting Chair:	Brook Durling			
Recorder of Minutes:	Raquel Bebbington					
No	Item	Discussion	Agreed Action	Status	Speaker/ Responsible	Time (Mins)
1.0	Open /Apologies	18:31				
1.1	Open	Welcome Introduction Brian Gordon	Community member		BD	
1.2	Apologies	TA, RBo, Faye Morgan			BD	
1.3	Confirm Agenda	Confirmed			BD	
1.4	Quorum/Conflict of Interests	Any voting	External for a vote		BD	
1.5	Board Changes/Matters					
2.0	Previous Minutes					
2.1	Acceptance of minutes as true and accurate record	Minutes of School Board presented. Actions / Outcomes	Accepted: JK Seconded: BD		BD	

3.0	Reports & Operational Matters					
3.1	Principal's Report	<p>Covid Updates & Events and Activities</p> <p>How we operate under phase 4 restrictions</p> <p>Sports Carnivals Student zone/ parent zone for tabloids Parents asked to stay out of student zones during competition – from an organisational perspective to ensure staff health and safety.</p> <p>Stirkfest Performing students only.</p> <p>Challenge Walk Distancing/numbers are fine. Fathering Project 'Dad's group' will attend walk.</p> <p>Book Week disco Limited parents allowed in. 1 chaperone parent to X amount of students will need to be organised.</p> <p>Kiss & Drop Waiting for the City of Kalamunda to sign off on proposal to utilise the Community Centre providing a slip road with parking bays.</p> <p>Huntley St Extend the footpath along the school boundary for approx another 30m south, past the turn around.</p> <p>Staffroom Costing and design on staff room – up for revision. Kindy Veranda Waiting on costings for steel framing – better fire rated.</p>	<p>Parents and community members at all school events asked to adhere to Phase 4 recommendations: To keep up physical distancing.</p>		MS	

		<p>Roof replacement Needs fine weather so September and Dec/Jan holidays</p> <p>B Block Spilt systems installed – evaps will be removed with roofing – fire rating improvement.</p> <p>Ledger Road Cross-walk Ledger Road - Type B, City and main roads will build it – GHPS have to fund the cross-walk attendant. Footpath on both sides of Ledger Road directing pedestrians to crosswalk. Reassessment of use may result in future funding of cross-walk attendant.</p>	Accepted: JK Seconded: DM			
3.2	Financial Report	<p>School Financial Position Voluntary contributions down a little but not sending reminders due to Covid Reserve accounts topped up for asset management.</p> <p>Booklists Any supply issues for 2021? Make families aware Campion is local business, gives back to community. Should the school purchase some things earlier to avoid missing out – eg: Ukuleles Extra costs options will come through contributions & costs TBA 10/11/20</p> <p>LJ imaths – targets reported BO & maths committee</p>	<p>Will check with Campion re: supply issues due to Covid, and exactly what they give back to the community. RB Ask Lynda re: ukuleles RB/MS</p> <p>Accepted: SS Seconded: CM</p>	<p>No supply issues, school stationery well stocked. Community give back – Funding and stationery to the Indigenous Literacy Foundation Aust. Ukes - can be purchased elsewhere, not required to be purchased by Yr 6 students, can bring already owned ukuleles</p>	MS	

3.3	Business Plan / Board Directions	<p>Annual Report in progress. Matt is working through data to provide the board with a fairly simple report against the school targets.</p> <p>Leading School Improvement - Professional Learning</p> <p>Discussion on School Improvement and Accountability Framework and Board Strategic Direction.</p> <p>Board P.L <i>Module 3 Setting Direction – Board Role v School/Principal</i></p> <p>Boards role is as a sounding board for Matt, identify what success looks like, and be aware of what the school is trying to focus on.</p> <p>Risk management element – how to mitigate risk. Matt’s job to lead planning – Boards role is to support and/or challenge.</p> <p><i>Explicit Improvement Agenda</i> Inform school board – on the why of the plans and processes. This brings solid discussion on leading school improvement. Board just want to know the key accountability elements to see if we are achieving results – not advising on how to do it. The Board must be effective & to do so must have a good understanding of the operational elements. The ‘What it is we are trying to achieve’ In essence – ‘Creating successful students.’</p> <p>As a school we offer point of difference – with non academic programs, important to balance this with measurable targets. Term 3 2021 – self review of the school</p>			MS	
					BD	
					MS	

		<p>Explicit Improvement Agenda is driven by comparing our 'key focus areas' against the data.</p> <p>Eg: Current data usage – Susan Archdall takes small extension focus groups from years 3, 4 and 5 – hoping to see measurable improvement against targets – will check and adjust methodology if needed on what we discover.</p> <p>Question:</p> <p>Who sets the KPIs? Staff based on historical data – aligned with DOE policy. (BG)</p> <p>Is there a similar strategy for the middle to low group (focus groups)? (BG) Yes, via IEPs, small group plans, E.As.</p> <p>Is there a NAPLAN replacement testing?</p> <p>ACER PAT</p>				
3.4	P&C	<p>Update</p> <p>Quiz night – sold out</p> <p>Rachael is putting foundations into P&C on fundraising and how they funds are distributed.</p> <p>Funding channelled towards the junior play area.</p>			KB	
4.0	Additional Items for discussion					
4.1	Review Bushfire Plan	<p>Stand Alone Bushfire Plan</p> <p>Preparation and Planning process has been well underway over the last 12 months and has put the school in a good place. Our fire rating lowered with the planning remediation we have undertaken as a school.</p> <p>3 stages:</p> <p>1) Onsite lockdown in safe locations – K & PP into PP, 1 – 6 into Keene UCA – water available no toilet.</p>	<p>Submitted 31.08.2020</p> <p>Discussion with DOE</p>		MS	

		2) Evacuation – decisions would be made by DFES, local fire, police – co-ordinated by them - not the Principal. 3) Catastrophic fire conditions called by 4pm the day before – stay at home order.				
4.2	Overview of School Board Function 2020	School Uniform change Fiona and Matt have met and uniform changes agreed upon and Lowes have been contacted. (LJ) School Self-Assessment	Update Semester 2, 2021. Accepted: LJ Seconded: RB		MS	
4.3	Board Meetings 2020	Dates: Tuesday 10 th of November, 2020 Tuesday 1 st of December (KH)	Accepted: RB Seconded: CM		BD	
5.0	Correspondence					
5.1	Correspondence In	None			BD	
5.2	Correspondence Out	None				
	Next Meeting	10 th of November, 2020			BD	
6.0	Other Business					
	Meeting Closed	19:54				