



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: Brook Durling, Principal Matthew Snell

Meeting Date:	10 th November, 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:	Suzanna Robertson				
Next meeting:	10/12/2020	Meeting Chair:	Brook Durling		
Recorder of Minutes:	Raquel Bebbington				
No	Item	Discussion	Agreed Action	Status	Speaker/ Responsible
1.0	Open /Apologies				
1.1	Open 18:33				BD
1.2	Apologies	Suzanna Robertson			BD
1.3	Confirm Agenda	Confirmed			BD
1.4	Quorum/Conflict of Interests	Nil			BD
1.5	Board Changes/Matters	Nil			
2.0	Previous Minutes				
2.1	Acceptance of minutes as true and accurate record	Minutes of School Board presented. Actions / Outcomes	Accepted: BD Seconded: JK		BD

3.0	Reports & Operational Matters				
3.1	Principal's Report	<p>Events and Activities Parents and families welcome to return to events – must be mindful of health recommendations</p> <p>Building Update Cross Walk on Ledger Road Class Structure 2021 Change to School Timetable 2021</p>	<p>See attached documentation Principal's Report 10/11/2020</p>		MS
3.2	Financial Report	<p>School Financial position submitted</p> <p>Contributions and Charges 2021 for board approval</p>	<p>See attached documentation Report to Board 10/11/2020</p> <p>Accepted: F Morgan Seconded: C Maitland</p>		MS
3.3	Business Plan / Board Directions	<p>Annual Report 2019 Targets not met in many areas.</p> <p>Board Advice (TA) offer of help with setting of the Targets using more relevant metrics. Set up goals and objectives that are achievable – as it is difficult to keep chasing improvement at some point you top out. Identifying measurability – what are we trying to measure? What other data points can we match objectives to? GHPS offers a more wholistic education – how do you measure this? Current documentation/targets don't necessarily represent GHPS. Need to make sure documentation is a truer reflection of who GHPS is.</p>	<p>Will move forward with identifying measurable Targets that better reflect the wholistic nature of education at GHPS</p>		MS BD

		<p>Comments (FM) Champion Teachers – specialists in subject areas (LJ) Wellbeing – student happiness (KB) Asking teachers to continually hit higher academic results is not a good fit with a well-rounded education and student and staff wellbeing</p> <p>Leading School Improvement Professional Learning Business Plan 2021-23</p>	<p>2019 Annual Report discussion gave good perspective to goal setting for the 2021 – 23 Business Plan. MS will identify PL opportunities.</p>	<p>Carried over</p>	
3.4	P&C	<p>Committee New executive member – Lauren Johnson will be liaising with parent reps Special P&C meeting 12/11/20 as no quorum at last meeting. Discussion of executive roles and vote on school crossing guard (scg). Business directory nearly completed.</p> <p>Fundraising Quiz Night – raised approx. \$3700. Upcoming - Colour Run. Events documentation process and forms being streamlined by RBo. Funding for (scg) and all future fundraising will be advertised so parents know where the money raised is distributed to. Bendigo Bank – account opened</p>			RBo

4.0	Additional Items for discussion				
4.1	Review Bushfire Plan	<p>Stand Alone Bushfire Plan</p> <p>MS met with FESA regarding Emergency and Evacuation Procedures 2020 - to simplify the plan as much as possible so everyone easily and simply understands their roles.</p> <p>In the case of an emergency Matt &/or FESA would be managing control from the office & deputies would be with students and staff</p> <p>Camp toilets purchased for Keene Undercover Area</p> <p>Practise emergency drills 3 times per year</p> <p>Promoting school and community awareness of Emergency and Evacuation Procedures 2020 document</p> <p>Pages 1 & 2 to be well understood by staff and students, drill practise</p> <p>Page 3 (infographic) of the document 'Emergency Response Plan – Information for Parents' will be put on the website</p>	<p>Updated Plan - simplified</p> <p>Information for Parents – on school website</p> <p>Notification of Drill for staff and students</p>		MS
4.2	Overview of School Board Function 2020	<p>School Self Review</p> <p>School Parent Survey</p>	<p>Semester 2, 2021.</p> <p>Accepted: RB</p> <p>Seconded: BD</p>		MS
4.3	Board Meetings 2020	<p>Dates:</p> <p>Thursday the 10th of December (KH or V)</p>	<p>Accepted: JK</p> <p>Seconded: KB</p>		BD
5.0	Correspondence				
5.1	Correspondence In	Nil			BD
5.2	Correspondence Out	Nil			

	Next Meeting	10 th of December, 2020			BD
6.0	Other Business				
		Parent Survey 2021 - incentive to vote – prize? (KB) School Fair – 2022 50 th year Uniform update – phased in over the next 12 months – advertise this to parents Board members with their terms finishing 2020: Brooke Durling – needs a co-chair if continuing in 2021 Raquel Bebbington			
	Meeting Closed	19:55			