


SCHOOL BOARD MEETING MINUTES				 GLENDALE PRIMARY SCHOOL <small>INDEPENDENT PUBLIC SCHOOL</small>	
Time:	7pm				
Date	Monday 22 June 2020				
Location	Staff Room				
Chair	Ruth Langmead				
Principal Attending	Helen Fiebig				
Member Attendees	Clair Pring, Justin Gray, Stephen Ralph , Jude McIntyre, Fiona Boath				
No.	Item	Summary of Discussion	Decision Noted	Actions	
1 Welcome and Apologies					
1 (a)	Welcome	Meeting opened at 7.02 pm Chair welcomed Melissa Gray as new parent representative in absentia.			
1 (b)	Apologies	Melissa Gray			
1 (c)	Agenda	Confirm	Agenda confirmed	Confirmed	
2 Previous Minutes and Actions Arising					
2 (a)	Minutes of previous meeting	Minutes of the previous meeting be accepted.	Minutes of the previous meeting were circulated and confirmed.	Minutes confirmed and accepted. Signed.	
3 Reports and Operational Matters					
3 (a)	Financial Report	The principal Helen Fiebig presented: <ul style="list-style-type: none">\$5 000 received for STEM initiative, as we are a STEM Enterprise School. The money is for PD and Teacher Relief.Due to the loss of income for Care 4 Kids during Covid-19, Helen agreed to discount fees for term 2 and term 3. DOE has now agreed to reimburse approximately \$10 000 in lost income.	Noted		
3 (b)	Principal's Report	The principal Helen Fiebig presented her report as attached: <ul style="list-style-type: none">The recent Lock Down Drill went well. The principal felt it was a more relevant drill than a fire drill and evacuation. All children were accounted for as well as workmen onsite.Exit doors in all classrooms now have Emergency Plans in holders.The Nature Playground – is on target for completion by end of term.Student leadership training will take place at Ern Halliday on the 1st of July. The students will experience activities to encourage team building. There will be no cost to the children. This continues with the plan to develop the leadership skills of the cohort.The Premier, Mark McGowan, participated in a Zoom Meeting with the Year 6 children and discussed leadership being the result of hard work.NAIDOC Celebrations will include a performance by Gina Williams performance. In the past NAIDOC events have been organised by the P&C and this has been claimed as a school responsibility.National Cleaners Day – cleaners were given gifts and thanks by staff for all the extra work they have been doing over the Covid-19 pandemic.	Noted		
4. Business Arising from last meeting					
4 (a)	Play-Based Teaching Policy	Amendments approved by board.	Endorsed	The School Board endorsed the Play-based Teaching Policy. Signed by Ruth Langmead.	
4 (b)	Jump Rope for Heart	The Year 6 fundraiser, Jump Rope for Heart, is on target to reach the \$2 000 goal. The Year 6 students have approached Mrs Fiebig about a fundraising 'Dress-up' event for a Cancer charity.	Noted		
4 (c)	Annual Report 2019	Annual Report for 2019, to be endorsed. The information in Part 2 has been updated and submitted to the Department to reflect the changes on Schools Online.		The Annual Report will be taken as endorsed if no amendments are suggested by School Board Members by Friday 26 June.	
4 (d)	Flexibuzz	Michelle Roulliadeff, the school MCS, contacted the 40 families not interacting with Flexibuzz to find out why. Many families use Facebook instead. This audit meant that many family's details were updated and some families signed up for Flexibuzz. Today, Michelle was informed that the Flexibuzz app was ceasing to be available from the end of this week.	Noted		
5 General Business Agenda Items					
5(a)	Board Chair Nomination	The school board nominates Ruth Langmead as the Chair. Ruth accepts the position until the end of the school year. Clarification of when agenda is emailed in advance of meeting. Ruth will review and meet responsibilities.		Stephen accepted Ruth's nomination. Justin seconded.	
5(b)	P&C Report	Clare Pring presented: Both the Annual meeting and Annual General Meeting have taken place. Justin Grey and Tim Ewers have swapped roles. Remaining positions were vacated and re-elected.	Noted	The School Board send thanks to the P&C-run school canteen.	

		<p>Numbers at the meetings were diminished due Covid restrictions. Claire will remain on both the P&C Committee and the School Board until the end of the school year.</p> <p>Stirling Lions Club can support the school with fundraising events and students with need. The P&C have purchased a new cooker for the canteen.</p> <p>Two microwaves donated by Justin and Melissa Gray to the canteen.</p> <p>Naidoc – Carol Mitchie will be an advisor for the P&C.</p>		The School Board wish to thank the P&C for their ongoing support through COVID-19.
5(c)	Amended Funding Agreement from DOE	<p>Helen Fiebig spoke to this:</p> <p>DOE amended Funded Agreement for school 2020 to be minuted and signed.</p>	Noted	The School Board signed agreement.
5(d)	School Board Training Module 2	<p>Helen Fiebig drew the committee's attention to: Page 4 code of conduct – last point of the page. How to treat/manage parents complaining to board members. Page 5 – council board composition – 5 members minimum. Maximum is 5-15. The board is not to be unwieldy. Page 6 – council board term is 3 years. Page 7 – roles of the council board. The work of the school board feeds into the school report at the end of each year.</p>	Noted	Review module 2 and attempt module 3. Link in today's email.
5(e)	Parent Communication	<p>The school administration is looking at the communication options Connect and Seesaw to replace the soon to be defunct Flexibuzz. Seesaw is incorporating a change to allow whole school messages but it is yet to be online.</p> <p>The benefits of Connect are that it is free, supported by the Department and that reports will be distributed this way in the future. Staff are already using many of the features of Connect.</p> <p>Seesaw will still be utilised by teaching staff and Connect will be the main communication platform.</p> <p>Justin would like the school to provide parent training in the platforms that we choose regardless of what that would be.</p> <p>Ruth is worried about the 'communication fatigue' caused by too many alerts for families with multiple children.</p> <p>Justin asked could we look at other systems that may be better than Connect.</p> <p>Helen: Seesaw is \$6 000 for a year service plan. Anything that the school uses must store all data on shore.</p> <p>Seesaw gives you the option to store your data in Australia. Justin – fool-proof plan for going ahead.</p> <p>IT support via Jeremy – thank you Jeremy – noted by the board.</p> <p>There will be standardisation of platforms for 2021. All this will be communicated in this week's newsletter. Parents will get a DOE password and instructions as well. The school will follow up with training in the use of Connect for parents. Newsletter will still be going out via Facebook.</p>		<p>The School Board supports the implementation of Connect as a whole school communication platform.</p> <p>The School Board wishes to thank Jeremy for his IT Support to the staff and community throughout the Covid-19 pandemic.</p>
5 (f)	School Development Day (SDD)	<p>Helen spoke to this: School looking at how we are meeting the educational needs via whole school programs.</p> <p>Jude spoke to Literacy Operational Plans. Fiona is collecting reading plans from high achieving local schools to provide models for the re-writing of the school reading plan. These will be utilised alongside school data to draft a new whole school plan.</p> <p>Jude McIntyre and Melissa Taylor have commenced an audit of the school reading resources as there is a need to update, relocate and sort 50 years of texts.</p> <p>The Literacy Committee have drafted a T4W implementation plan so that staff have guidelines, mentoring and support in implementing the pedagogy.</p> <p>Ruth - Checklists were created about 18 months ago for the reading currency of texts that includes; political correctness, and so on. Jude and the Literacy Committee would like a copy.</p> <p>Helen spoke to this:</p> <p>The Positive Behaviour School System is being reviewed and revitalised. For every ten days that a child does not get a warning they get a tick in the chart and then they are included in a raffle. This will provide all students will public reinforcement of positive behaviour.</p> <p>Business plan priority areas – will be reviewed by the staff.</p> <p>Well-being committee – well-being activity for each SDD.</p> <p>Data review across all areas.</p> <p>STEM project review.</p> <p>Aboriginal culture – staff to share. The main question of staff will be, "What we are doing?" and "What can we do better?"</p> <p>Teachers on committee will report back at the next meeting.</p> <p>Ruth – appreciated Melissa Taylor's presentation to the School Board – other teachers are also welcome to come along.</p> <p>The School Board would like to communicate with the teachers, to take an annual opportunity to thank and connect with them. Ruth and Claire like the idea of thanking the teachers with a morning tea, possibly the SDD day.</p> <p>Teacher Awards and nominations – Jeremy's support via technology.</p> <p>Does the School Board want to nominate him – give him a letter of commendation? Can we put the education awards back on the agenda?</p> <p>Action item: appreciation morning tea at recess 10.35 a.m. on Monday the 20th of July.</p>	Noted	The School Board will provide a 'thank you' morning tea to the teachers on the SDD on the 20 th of July.

		The School Board will write an appreciation letter to Jeremy for his Covid contribution.		
5 (g)	Annabel Hardy – Chair Person’s Report (attached)		Noted	
6	Close of Meeting			
6(a)	Closed	Close of Meeting: 8.20 pm.		
6(b)	Next Meeting	Next Meeting: 10th August 2020, 7 pm in the staffroom.		