

**Present:** Sharmini Aru, Wayne Walpole, Paula Vardy, Keren Harding, Kelly Anderson, Sen Ooi, Denis Coldham, Paula Kontor, Ty Hudson, Melanie Sagenschneider, Kevin Porter, Kelly Gillett, Tarsha Long

**Apologies:** Kylie Avery

<b>TIME</b>		Meeting No Location: Conference Rm Meeting Chair: Sharmini Aru	<b>PURPOSE / ACTION:</b>	<b>WHO:</b>
<b>7.00pm</b>	<b>1.0</b>	<b>Welcome and apologies</b>	Quorum confirmed.	Sharmini
	<b>2.0</b>	<b>Minutes of Previous Meeting</b>		Sharmini
	2.1	Review of previous minutes	Minutes from Monday 2 <sup>nd</sup> November confirmed as true and accurate and resolved for Chair to sign as such. Endorsed by: Tarsha Long Seconded by: Ty Hudson	Sharmini
	2.2	Actions arising	Nil	
	<b>3.0</b>	<b>Agenda items</b>		
	3.1	Change to SDD date from Friday 28 <sup>th</sup> May – Friday 4 <sup>th</sup> June (Campbell PS)	Change to Friday 4 <sup>th</sup> June  Approved by Board members	Wayne
	3.2	Change to internal time table (recess)	Teachers given extra 30mins DOTT per week as per the Teacher's General Agreement.  Recess will now need to be at 10:40am to fit in with 60min teaching blocks  Common DOTT – for teachers to conduct team meetings  Time change approved by Board members	Wayne
	3.3	Confirm 2020 Budget spending	Carry over to make sure we can cover a 4 <sup>th</sup> deputy if Beatrice Bouska returns to BPPS  Keren discussed and answered questions about 2020 budget spending	Keren

			Admin team are looking at ways to update ICT in the most cost effective way.	
	3.4	Endorse 2021 School Budget	<p>Keren discussed and answered questions about 2021 budget</p> <p>Professional Learning budget to be reviewed</p> <p>School Board noted 2021 Budget (with PL review)</p>	Keren
	3.5	Review Business Plan progress	<p>School Development Day – staff spent the day reflecting on current documents (Business Plan, National Improvement Tool, NQS)</p> <p>Key Areas for Improvement</p> <ul style="list-style-type: none"> <li>- ICT, 21<sup>st</sup> century learning – need to unpack what this means</li> <li>- Peer coaching and observation (most likely due to COVID interruptions)</li> <li>- Use of data; ensuring all staff are data literate</li> <li>- Classroom 2 Community; involving parents in child's learning journey – Wayne outlined a proposal for 2021 Communication/Reporting to Parents about student progress, including 3 way conferences in Term 1.</li> </ul>	Wayne
	3.6	School Data (PAT)	<p>Powerpoint to outline and explain 2020 PAT data</p> <p>Majority of results and longitudinal reports in Literacy and Numeracy were positive.</p>	Wayne
	3.7	National School Improvement Tool Data	<p>9 areas</p> <p>Wayne explained Staff reflection against the 9 areas.</p> <p>Similar areas for improvement to Business Plan reflection were evident.</p>	Wayne
	3.8	School Assessment Schedule 2021	<p>School Assessment Schedule for 2021 shown to School Board Members - one document for data to be collected on Student Achievement clearly outlined for school staff</p> <p>Staff will then use data for target setting and tracking progress.</p>	Wayne

3.9	School Board Survey Data	<p>All board members accepted Survey data as a true reflection of thoughts of Board Members</p> <p>Positive results</p> <p>Provides baseline data</p> <p>#2 Regularly discuss policies - possibly add to Board Meeting agendas more regularly for Board members to understand and become better acquainted with school operations.</p> <p>School Board have an impact mainly on School Dress and Behaviour Policies.</p>	School Board
3.10	Meeting Dates for 2021	<p>6 meetings</p> <p>Term 1 22<sup>nd</sup> Feb 29<sup>th</sup> March</p> <p>Term 2 17<sup>th</sup> May (open meeting)</p> <p>Term 3 9<sup>th</sup> Aug 13<sup>th</sup> September</p> <p>Term 4 25<sup>th</sup> Oct 29<sup>th</sup> Nov</p> <p>Calendar invite to be sent out for Board Minutes</p>	School Board
3.11	Review Terms of Reference and Code of Conduct	<p>Code of Conduct – no changes required</p> <p>Terms of Reference – 9.1 typo, <i>five (8)</i>, to be fixed</p> <p>10.2 typo to be fixed</p> <p>15.1 Should it be time bound? Add "<i>Where possible, please provide 14 days notice</i>"</p>	School Board
3.12	School Board Position 2021	<p>Community member position will become vacant in 2021</p> <p>Sharmini asked Board members for ideas on a skill set for next community member to best suit diversity, business plan and vision for BPPS in future. Email any suggestions to Sharmini.</p> <p>Motion moved to extend Denis' term to end of Term 1, so that there is time to run a process for Parent and Community Representatives.</p> <p>Accepted unanimously by Board</p>	Sharmini/Wayne

	3.13	General Business	<p>End of Year Presentation Night – request to move away from “Christmas’ theme, to be mindful of those who do not celebrate Christmas.</p> <p>Suggestion of multicultural representation at “Special” times in the year – Diwali, Chinese New Year ie: stalls, cooking, cultural dress</p> <p>Thank you to Tarsha for your contributions to our School Board.</p>	
	<b>4 .0</b>	<b>Meeting close: 9:00pm</b>	Next meeting: 22 <sup>nd</sup> February 2021	Sharmini

Chair Signature: \_\_\_\_\_

Date: 22<sup>nd</sup> February 2021

Sharmini Aru