





Spearwood Primary School School Board 2017 MINUTES

DATE/TIME:	Monday 23rd Oct., 2017	3.15 pm	CHAIRPERSON:	Janine Griffiths	Minute SECRETARY:	Carol Derbyshire
ATTENDEES:	Janine Griffiths. Marta Rotondella, Carol Derbyshire, Carmela Hrvatin, Toni Lang.					
APOLOGIES	Christine Heath, Annette Paterson, Kim Clarke, Yvette Bowyer (without apology).					

	ITEM	LED BY	DISCUSSION/ PROGRESS REPORT	ACTION/TIMELINE
1.	Apologies, Previous Minutes & Business Arising:	Marta	1.1 Minutes tabled. 1.2 Business Arising	Minutes: Carol Second: Carmela
2.	Financial Review: Budget, Finance Committee Minutes.	Carol	2.1 Finance Committee Minutes 2.2 Contributions and Charges figures tabled – no increase as a result of raffle. Perhaps best to use the supporter's donations in another way in 2018. 2.3 Financial Reports tabled and discussed (OLB and Cash)	Moved: Carol Second: Toni Photographs of new items to be taken and published in the newsletter as 'what we bought with the voluntary contributions'
3.	Principal's Report	Marta	3.1 Principal's Report tabled and discussed. 3.2 2018 Planning – teacher positions will be filled due to some vacancies as soon as possible and community will be advised when changes are firm.	
4.	Sub Committee Reports	Carol	4.0 Grounds Committee recommendations to the board 4.1 Fairy Garden, Vegetable Garden, Garden Beds discussed. Policy on school reimbursements from City of Cockburn discussed. Support for various items throughout the financial year including, sand, trees, bus, graduation prize. 4.2 Quotes – Kindergarten Fence, Front Path, Bin Enclosure <ul style="list-style-type: none"> Entrance Path - \$14,060 project to be completed in 2018 Bin Enclosure - \$23,500 project to be completed in 2019 	Kindergarten Fence – project to be completed in 2017. APPROVED
5.	2018 School Development Days	Marta	5.1.0 Three School Development days are compulsory: Monday 29th January Tuesday 30th January and Friday 14th December . 5.1.1 Independent Public Schools can trade off the Friday 14th December date to enable staff Professional Learning and school development activities to take place at other time(s). Spearwood has done this for Friday 15th December, 2017 for teaching staff in as they attended a weekend Professional Learning on Explicit Instruction. Education Assistants and Administration will be on site.	Approval given Carol to publish on website

5.2 Three School Development days are to be decided upon by the School Board and published to the community. Our proposed dates are:				
<ul style="list-style-type: none">• Thursday 29th March – We will be able to run a two day professional learning of Talk 4 Writing program with this date the staff will attend on day one on Tuesday 30th January 2018 and day two on Friday 29th March. This is the Thursday before Good Friday and will enable families to have Thursday 29th March - Tuesday 3rd April as family holiday.• Monday 30th April – This date is day one of Term Two. It is a shared date with the Network who is trying to organise an afternoon shared session.• Friday 21st September - This date enables the staff to analysis all assessment data including NAPLAN and plan to remediate as much as possible over the final term. Staff members are focused and families can start holidays a day early.				
5.3 When decision is made these date to be put onto website and into Newsletters and term and year planners.				
6.	Voluntary Contributions and Charges and Personal Items lists.	Marta	6.0 Documents tabled and Discussed – Final decisions made this meeting as this information is required to be published to school community soon. 6.1 Table and Discuss - Contributions and Charges 2018. 6.2 Table Personal Items lists.	Voluntary Contributions and Charges 2018 and Personal Items Lists 2018 are approved by the board – Carol to publish on website and distribute to parents with week 6 newsletter Thursday November 16 th 2017
7.	Code of Conduct and Updated Behaviour Management Policy.	Marta	7.1 Spearwood Behaviour Management Policy Tabled – Look first at Code of Conduct. Code of Conduct must be approved by School Board. The rest of the policy is management of school. We will publish the Code of Conduct on the Website when finalised by School Board. 7.2 Thanks to Ms Tracey Irving for her work on this policy.	Code of conduct – approved by the board. Karen to publish on website and include in next newsletter
8.	2017 NAPLAN	Marta	8.1 Table 2012 – 2017 NAPLAN Results, 2014 – 2017 NAPLAN Scores and Grade Alignment Documents. Discuss these.	
Next Meeting:	Term Four Week Eight Monday 27th November, '17.	Signed and Date:	 Janine Griffiths - Chair	 Marta Rotondella - Principal
				4.17 PM Meeting Closed