



SCHOOL BOARD MEETING MINUTES

MEETING NORMS:	<p>During our meetings we:</p> <ul style="list-style-type: none"> • are on time, present and stay on task • are committed to the agenda • are clear, honest, open and receptive when communicating • are respectful of the presenter/speaker • suspend judgement • acknowledge all ideas • provide positive and constructive feedback • are accountable for our actions • meet deadlines and come prepared • agree to speak as one voice • consider the range of stakeholders in decisions • are a respectful voice for the community
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DATE:	Tuesday 13 February 2024	FACILITATOR:	Anni Thompson	
TIME:	6.45pm	RECORD KEEPER:	Chelsea Regan	
AREA:	Conference Room			
ATTENDEES:	Rebecca Burns, Anni Thompson, Sue Garland , Tahlia Collins, Rizza Camprag, Belinda Pang, Brett Kristiansen, Janelle Campbell-Cooke, Claire Keirnan, Aaron Berghuber, Kate Kay, Jess Phelps			
APOLOGIES:	Sruvani Mukkisa, Melissa Lionnet			
TIME	ITEM	DISCUSSION	LED BY	ACTION
7:00- 7:05pm	Welcome:			
	Attendances and Apologies	Noted.	Anni Thompson	

	Acknowledgement of Country	I begin this evening by acknowledging the Whadjuk Noongar people as the traditional owners of the Noongar Boodja land on which we meet today. I pay respect to the significant and unique contribution that the Noongar people have made, are making, and will continue to make, to the heritage, cultural identity and community.	Anni Thompson	
	Conflicts of Interest to be declared	Nil.	Anni Thompson	
	Confirmation of Previous Minutes	All acknowledged and accepted once below change has been made. Last paragraph changed to 'more explicit' in place of 'severe'. Anni to sign on Friday.	Anni Thompson	
7:06 – 7:08 pm	Business Arising from Previous Minutes: 1. School Photo Options	This is not available as yet. Chelsea will gather quotes from three or four other suppliers as a comparison. Main objective would be to supply a class photo and individual photo package that is affordable.	Bec Burns	Bec Burns
7:09 – 7:15pm	Reports: 1. Chair	Report presented. Key points: <ul style="list-style-type: none"> Welcome back to 2024 Welcome to Melissa Lionnet in the Deputy role. Also welcome to all new Southern Grove staff and students. 	Anni Thompson	

	<p>2. Principal</p>	<ul style="list-style-type: none"> • New therapist process. • Canteen menu conditions regarding the use of ham. SGPS adheres to the requirements so ham will continue to be served. • Reminder to all Board members that Anni is happy to share her email to the community if required. • Please email Anni any agenda items you would like discussed at future meetings. <p>Report presented. Key points:</p> <ul style="list-style-type: none"> • 516 - current students • Class restructure - The reason behind the last minute restructure was explained Thank you to staff involved and community for accepting these late change. • Welcome to new staff and students this year. • Extreme weather – this has been a challenge. There are no concrete guidelines on how hot is too hot but Bec draws the line at 38-39 degrees at afternoon play. • Twilight evening was a success. • This year we begin our new Business Plan cycle. • Oval update - Turfcare are the company contracted by the Department to conduct oval works in schools. Our oval is a safety issue and we spoke with the Dept to get these issues fixed. 		
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7:15 – 7:20pm	Correspondence	Christmas card received from Matt Keogh.	Anni Thompson	
7:20 – 7:30pm	School Board Chair Election	Bec requested nominations for Board Chair for 2024. Aaron Berghuber nominated. He was the only nomination and was elected as Board Chair.	Bec Burns	

		<p>Anni was thanked for her work as Board Chair. This was the end of her 6th term. Anni has been Board Chair since the beginning. Anni's term on the Board is due to expire in March and will advise next meeting if she will be nominating.</p> <p>Bec will check if any other Board members have their term expiring this year.</p> <p>Welcome to Jess Phelps as staff representative.</p>		Bec Burns
7:30 – 7:40pm	Terms of Reference and Code of Conduct	<p>Terms have not changed. All members signed the Code of Conduct.</p> <p>Brett asked if we could update this document to reflect the process of overturning a decision in the future. Anni confirmed the Department directive is 'when there is descent among the Board an emergency meeting is called so new information presented and decided upon'. The meeting does not need to be a physical meeting, it can be via zoom, email correspondence or a survey.</p> <p>Aaron will look where in the Terms of Reference this clarification could be recorded.</p>	Bec Burns	Aaron Berghuber

7:55 – 8:05pm	Attendance Policy and Processes	<p>Attendance policy was sent to the Board prior to the meeting.</p> <p>Claire asked what the short-term reasons are that are deemed unreasonable – Bec responded student birthdays, too tired, too hot etc.</p> <p>Bel suggested sending information home to parents detailing the components of each lesson and what key concepts are missed if their child is absent. It may put into context what two days a month equates to in lost learning. Bec will look into sending an example of what a week away from school looks like in terms of learning.</p> <p>Teachers will not provided this information on a regular basis as it would be a much increased workload.</p>		Bec Burns
8:05 – 8:15pm	Other Business: Flexible seating	<p>Most of the community understand this, however as a Board Bec would like you to understand our reasoning. Across Southern Grove every child in the classroom can have access to a desk and a chair if they desire. Over the course of the day students move around seating options</p> <p>Janelle mentioned the flexible seating model is the way adult workspaces are heading due to a lot of positive research.</p>	Bec Burns	

	<p>Proposal to only have 1 meeting in term 1</p> <p>Class meeting time</p> <p>Camp Australia</p>	<p>It was agreed the Board will only meet in week 7 of term 1 going forward.</p> <p>Rizza asked if parent meetings will always be at 2.15pm? The younger classes had a large representation of parents because they have to pickup in class anyway. The Board consensus was unfortunately no matter what time the meetings are they will not suit everyone.</p> <p>Brett asked if we were aware of negative feedback regarding supervision at Camp Australia? And where does the school or Board sit with control on an afterschool provider? Bec was aware of some problems over the holidays. These have been dealt with. Camp Australia have a contract as our OSH provider and therefore, we do not have jurisdiction over their day to day running. Bec has good communication with Andy (the Manager) and has a formal meeting</p>		
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		<p>once a term to discuss any issues. If the Board hear of any issues, please relay them to us so we can bring them up them at the term meeting.</p> <p>Anni's step daughter works for Camp Australia. There are issues that staff are not always equipped to deal with high needs and unfortunately unless there are more trained staff are available this will always be an issue.</p> <p>Bec will follow up and chat to Andy to get a little more information on the negative feedback Brett mentioned.</p>		Bec Burns
8:00 – 8:05pm	Board Meeting Effectiveness Survey	Survey results were collected.	Anni Thompson	
	Meeting closed at 8.50pm			

Signed: _____ Date: _____

Board Chair