



# Darkan Primary School

An Independent Public School

## 2019 Term 1 School Board Meeting

Grey indicates Standard Meeting Procedures

Blue indicates Scheduled Agenda Items

Green indicates General Business

| Location<br>Time & Date | School Board<br>School Staffroom<br>Monday 25 <sup>th</sup> February 2019<br>6.30pm   | Council to:<br><i>Note</i><br><i>Confirm</i><br><i>Decide</i> | Who:              |
|-------------------------|---|---|-------------------|
| <b>7:00pm</b>           | <b>1.0 Welcome and apologies</b>  |   |                   |
|                         | 1.1 Opening and welcome   | <i>Confirm</i><br><i>Decide</i>                               | Chair             |
|                         | 1.2 Apologies/absentees: George Gray  |   |                   |
|                         | 1.3 Confirmation of agenda: Confirmed   |   |                   |
|                         | <b>2.0 Disclosure of interests</b>  |   |                   |
|                         | 2.1 Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be raised with the chair before the meeting to determine the appropriate way to manage the conflict.   | <i>Decide</i>   | Chair             |
|                         | <b>3.0 Minutes of Previous Meeting</b>  |   |                   |
|                         | 3.1 Review of previous meeting minutes.<br><i>Refer to attachment, Minutes of Meeting 10<sup>th</sup> December 2018</i>   | <i>Confirm</i>  | Chair             |
|                         | 3.2 Actions Arising<br>• none   | <i>Note</i>   |                   |
|                         | 3.3 Positive Promotion<br>• In – Term Swimming lessons were very successful with over 50% pass rate. Amy mentioned that the behaviour of the children was impeccable and that all swimming instructors noted this to her.<br>• Faction Swimming Carnival – a huge hit with the school and wider community. Lovely gesture from Vicky Harrington to include our senior members of the community in the carnival to give out place getter ribbons. A great day had by all, fantastic parent support and children were great!<br>• Excellent start to the school year! | <i>Note</i>   | All Board members |
|                         | <b>4.0 Principal's Report</b>   |   |                   |
|                         | 4.1 Planning for 2019 / Staffing 2019<br>Eloisa discussed the staffing/class structures and the need for changing what had been advertised at the end of 2018.<br>New structure fits in much better with the school.  | <i>Note</i>   | Eloisa            |
|                         | <b>5.0 School Board Training</b>  |   |                   |
|                         | Will be conducted throughout the year on a needs basis.   |   |                   |
|                         | <b>5.0 School Self-Assessment Schedule</b><br><i>Updates on school self-assessment processes, data analysis</i><br>Reports provided to be read, questions generated if clarification required.  |   |                   |
|                         | 5.1   | <i>Note</i><br><i>Confirm</i>                                 | Eloisa            |
|                         | <b>6.0 2018 – 2020 Business Plan Development</b><br><i>Review of year against Business Plan and recommendations for the following year</i>  |   |                   |
|                         | 6.1<br>• Eloisa gave a quick overview of the 2018-2020 Business Plan.<br>• Feedback from Board was that it was too long   | <i>Note</i><br><i>Confirm</i><br><i>Decide</i>                | Eloisa            |
|                         | <b>7.0 Annual Report</b>  |   |                   |
|                         | 7.1<br>• Special events and ideas to be brought to be recorded in   |   | Eloisa            |

### Darkan Primary School Whole School Behaviour Expectations



#### Initiative

We are Thinkers

We see something – We do something



#### Consideration

We are Carers

We look out for others



#### Excellence

We strive for Excellence

We always try to be the best we can be.



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|        |             |   |                           |       |
|--------|-------------|---|---------------------------|-------|
|        |             | preparation for the 2018 Annual Report – no ideas presented, hold over to the next meeting.   |                           |       |
|        | <b>8.0</b>  | <b>Financial Report</b><br><i>Student-centred funding financial reports, updates on financial position against strategic direction</i>  |                           |       |
| 2 mins | <b>8.1</b>  | <ul style="list-style-type: none"> <li>Finance Committee to still meet on Thursday to go through the DRAFT budget for 2019.</li> <li>Budget will then be brought to the School Board for endorsement.</li> <li>2019 Funding Agreement to also be tabled</li> </ul>  |                           |       |
|        | <b>9.0</b>  | <b>Board Chair Report</b><br><i>Summary of the Board's achievements and decisions made throughout the year.</i>   |                           |       |
|        |             | <ul style="list-style-type: none"> <li>none</li> </ul>  | Note<br>Confirm<br>Decide | Chair |
|        | <b>10.0</b> | <b>Branding/Partnerships/Marketing</b>  |                           |       |
|        | <b>10.0</b> | <ol style="list-style-type: none"> <li>Solar Panels – work in progress, Neil waiting to hear back from supplier with quote</li> <li>Ray Harrington to be invited to meeting on Monday 18<sup>th</sup> March at 6.30pm. Eloisa to send a letter on behalf of the School Board. <ul style="list-style-type: none"> <li>Pool support – funding arrangements for the future</li> <li>Further partnerships with the shire – confirm works agreement and hours</li> </ul> </li> </ol>   | Note<br>Confirm<br>Decide | Neil  |
|        | <b>12.0</b> | <b>General Business</b>   |                           |       |
|        |             | <b>Roundtable evaluation</b>  |                           |       |
| 5 mins |             | <p>Discussion around the role of the School Board.<br/>Tim would like the School Board to have a greater profile and have a greater role in school based decision making.<br/>Eloisa expressed with the school board crossing the line into operational matters.<br/>Rachel suggested the School Board write a newsletter article about what has been discussed – Eloisa said this already occurs, but is written by her. Minutes can and should be published onto Connect.<br/>Eloisa to speak with other Principals about what decisions their school board is involved in and gain advice on how their profile can be raised.<br/>School Board members to look at attending another school's school board meeting to see how things are run at different schools.<br/>Eloisa also said that the aim of the school board was to inform the parent community about how decisions are made in the school.</p> | Decide                    | Chair |
|        |             | <b>Meeting close/adjournment/next meeting</b>   |                           |       |
|        |             | <b>Future Meeting Dates:</b> <ul style="list-style-type: none"> <li>➤ Monday 18<sup>th</sup> March</li> <li>➤ Monday 29<sup>th</sup> May</li> <li>➤ Monday 17<sup>th</sup> June</li> <li>➤ Monday 12<sup>th</sup> August</li> <li>➤ Monday 9<sup>th</sup> September</li> <li>➤ Monday 4<sup>th</sup> November</li> <li>➤ Monday 2<sup>nd</sup> December</li> </ul>  | Note                      | Chair |

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