



AN INDEPENDENT PUBLIC SCHOOL

Darkan South Road, Darkan, WA, 6392 | Telephone: 08 9736 1299 | darkan.ps@education.wa.edu.au

School Board Meeting Agenda			
Date:	2 nd December 2019		
Attendees:	Neil <input checked="" type="checkbox"/> Eloisa <input checked="" type="checkbox"/> Jane <input checked="" type="checkbox"/> Rachel <input type="checkbox"/> Ryan <input checked="" type="checkbox"/>	Facilitator:	School Board Chair Neil Gallegos
	Amy <input checked="" type="checkbox"/> Tim <input checked="" type="checkbox"/> George <input type="checkbox"/>		
Note Taker	Amy White	Timekeeper	
Meeting Objectives:			
<ol style="list-style-type: none"> 1. Discuss planning for 2020 2. Review School Business Plan to prepare for 2019 Annual Report 3. Review financial reports – cash & salaries 4. Update on solar panel project & water usage 			
To prepare for this meeting, please:			
<ul style="list-style-type: none"> • Read the agenda • Select 5 questions from <i>Engaging and Working with Your Community</i> document • Read 2018 – 2020 School Business Plan and identify areas we have worked or have not worked on. • Be active and present 			
Schedule:			
Time	Topics	Activity/Outcomes	
	Meeting protocols	Welcome & apologies – Rachel and George apologises Confirmation of agenda Disclosure of interests Review previous meeting’s minutes – minutes	
	Check in	Check-in with celebrations/positive promotions from the last meeting and review objectives for this meeting <ul style="list-style-type: none"> - Year 6 Student Leadership Team with the support of Mrs Neil-Smith organised a Seniors morning tea - Inter school sports carnival Marnie great job and kids did well and leaders helped immensely - Pre-Primary – Yr2 singing to Seniors at Christmas lunch great success and well received 	
	Objective 1	Principal’s Report See report attached Planning 2020 and beyond Class structures undecided due to unsure on numbers Director General and Finance Services are reviewing pool costs due to future numbers and our school budget not being able to support the level of funds required, which is taking away from the budget to spend on the teaching and learning of our students.	
	Objective 2	2019 School Annual Report preparation – what have we and have not done on as stated in the School Business Plan? Why? What further information do you require? Questions asked regarding given information in table 2018-2020 School Business Plan <i>High Quality Teaching and Leadership</i> data collection document Board members have requested for more information graphed to see targets are being reached. Eloisa will contact other schools and discuss with what information in processed for their board members. At present time Eloisa is adhering to department on what information is supplied due to small cohorts which Board understands.	
	Objective 3	Review Financial reports – ask any questions about these documents Documents tabled and questions asked to provide better cash flow reports for board to look at. At present these are the documents that schools are required to present at school board meetings, any further reports are moving into the operational decisions made at a school level.	
	Objective 4	Solar Panel & Water updates Letter was sent off to Community Building fund committee. No reply has been given as of yet. P and C are willing to do fundraising for Solar panels for School and pool.	
	Objective 5	new Sports shirts endorsed via distributed email and phase in period endorsed by board	
	Review our next steps/commitments	Future Meetings: <ul style="list-style-type: none"> • 17th February 2020 • 9th March 2020 AGM 	



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		<ul style="list-style-type: none">• 30th March 2020• 18th May 2020• 15th June 2020• 10th August 2020• 7th September 2020• 2nd November 2020• 30th November 2020	
	Review of our meeting	What Worked Well	Even Better If