



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 26 October 2021	FACILITATOR:	Anni Thompson
TIME:	7:00 – 8:30pm	RECORD KEEPER:	Chelsea Regan
AREA:	Office Boardroom		
ATTENDEES:	Rebecca Burns, Sue Garland, Anni Thompson, Karen Glassby, Janelle Campbell-Cooke, Nadine Scott, Beau Jose, Dhara Thakkar, Evan Willey, Belinda Pang, Emma Wolfe, Rizza Camprag, Emma Wolfe, Catherine Powell, Matt Smith, Aaron Berghuber		
APOLOGIES:	Nahin Ahmed		

TIME	ITEM	DISCUSSION	ACTION
7.00pm	Acknowledgement of Country	<i>We respectfully acknowledge the Whadjuk Noongar people as the traditional custodians of the boodja (land) on which we work and live. We pay our respects to Elders past, present and emerging and to families as the first teachers of their children. We wish to acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region.</i>	
	Welcome: Attendances and Apologies	Nahin Ahmed absent	
	Conflicts of Interest to be declared	Nil	
	Confirmation of Previous Minutes	Emma Wolfe	
	Business Arising from Previous Minutes		
	1. Men's Health Day Flyer Information	Matt would like to get a register of all the people he has approached. We need to set a date and advise the people that are interested. Matt will type up the details and have Aaron review it. He will present it at the next meeting.	Matt
	2. Updated Board templates for review	Bec has done templates to put in your files. They are current for two years in line with current Business Plan. The templates outline what is to be discussed at each meeting. Items have been included that were mentioned in the training. Some things are covered every year, other things will be every two years. All policies have been updated by Nicole in Marketing.	
	3. Kindy gate upgrade	Bec will be getting a quote for a double gate with a pool fencing look. This will open out to create a larger entry. Aaron asked if the side gate can be open near Camp Australia to help with traffic flow but Bec advised this could a safety issue as it opens onto the carpark and parents are not always supervising their children during after school pick up.	Bec
	4. ELE Toilets area	Teachers and cleaners have not noticed this is a problem, but they will monitor it. It could be from parents or siblings washing and flicking their hands after school.	
	5. Redirection of bollard funding	Confirmation was received today that the bollard money can be used for kiss and drive. Bec would like to grass the area near kiss and drive and have seating there. Kids are running all over the place and it is dangerous. Signage could be improved. The kiss and drive information video will be done once the weather improves. Using the bollard money for this issue will be money better spent because it will improve safety and traffic congestion.	

		<p>Staffing – By the end of the term we will have:</p> <ul style="list-style-type: none"> • 3 x staff members go on maternity leave • 2 x staff members leaving <p>Southern Grove is hosting the Interschool Carnival next week.</p> <p>Rotary Club donated 30 x microscopes this week which was fantastic.</p> <p>Year 6 Farewell will be on 13 December 2021 and we welcome the Board to be part of this but we understand you may have work commitments.</p> <p>Celebration Concert will be on the Oval this year on 14 December 2021. We understand sound is not ideal but are setting up slightly different this year.</p> <p>Welcome signs – we are hoping to gain more signs next year to include more languages.</p>	
	<p>Correspondence</p> <ol style="list-style-type: none"> 1. Care bags 2. Terry Healy 	<p>This topic to be discussed later in the meeting.</p> <p>Today regarding the bollad money.</p>	
	<p>Finance</p>	<p>Nadine went through the finance report.</p> <p>Funds available and expenditure available was broken down.</p> <p>Most spending has finished for 2021 other than utilities and some building projects.</p> <p>Camp Australia have paid terms 1,2 and 3 for facility hire.</p> <p>The bollard money will now be redirected to kiss and drive</p> <p>Science Grant of \$40 000 is currently being spent.</p> <p>Prelim budget – a lot of planning has gone in to date and will be ready to present at the next meeting.</p> <p>Expected budget vs Actual budgets were presented.</p> <p>Cat was successful in a Variety Club Sensory grant of \$10,000.</p>	

	<p>The Giving Cycle 2022</p>	<p>Three charities were discussed – Care Bag, Give Right and Smith Family Toy and Book Appeal.</p> <p>Care Bag – A parent has suggested this charity. This charity directly affects foster children and children in care. This is one option we could choose. This is a WA based charity. Rizza asked if bags could be created at home and brought in so the kids can help and feel part of this charity.</p> <p>Give Right – non profit. New and preloved stationery to regift to those students in need to start the new year. This stops students feeling underprivileged at school. The charity is also trying to stop landfill which is where all old stationery ends up going.</p> <p>Smith Family Toy and Book Appeal. They are not accepting gifts or products it would be a cash donation. Matt was sceptical about this as we cannot guarantee where this money will be spent. Anni mentioned the kids cannot really get behind this one.</p> <p>Aaron asked is there a reason why we cannot do both Care Bags and Give Right? Bec advised we could definitely do both. This could allow for families to choose which charity they would like to choose. It is important to explain to parents that there is no expectation to do both. Sue mentioned the only problem with the stationery charity is that we do not send all pens and pencils home until the end of the year. The stationery donation could run through the whole year and be presented at the end of the year of 2022.</p> <p>It was decided the charity for 2021 will be Care Bags. Nicole to do marketing to parents about this charity.</p> <p>Give Right will be the charity for next year but donations will be received all year if possible. Cat to follow up if it is possible to have the wheelie bin for next year.</p> <p>Janelle asked if we have a program in place for families that are not financially able to afford booklists. Bec advised we do not have anything like this currently in place.</p>	<p>Cat</p>
	<p>School Development Days 2022</p>	<p>Approval for school development days:</p> <p>Staff have mentioned they use a lot of their time to set up classrooms in their own time. All the SDD have been put at the start of the term so teachers will have PL and time to set up their classes in the afternoon.</p> <p>Dates for 2022 are: Term 1 – 31 January – 8 April Term 2 - 27 April – 1 July Term 3 - 18 July – 23 Sept Term 4 – 10 Oct – 15 Dec</p>	<p>Board approved dates</p>

**Policy Update
Mobile Phone Use Policy**

Sue presented the mobile phone policy.

This was updated due to some of the senior students filming and uploading tik toks in the bathrooms. The senior parents were advised and sent this updated policy.

Main principles of the policy:

- Only permitted to bring mobile to school for safely
- Mobile phones must be turned off and handed in to the front office
- Only turned on out of school hours.
- Emergencies during school will be made on main administration phone
- No photos videos to be taken at school
- No smart watches permitted and if they are worn they must be in aeroplane mode
- No responsibility is taken by the school for the mobile phone.

A lot of the principles are from the Department of Education but Southern Grove have added extra points that are relevant to our school.

Digisocial was discussed. It is like Facebook in the way it is designed, however it is designed to teach students how to be responsible digital users. They will have a 30 minute session each week and all posts, notifications etc are approved by the teacher. The students make their way through modules that are educational.

The three modules are Parent Module, Student Module, Teacher Module. There are clear guidelines for using it. There is a cost included.

Campbell, Ranford and Canning Vale Primary all use this program and they have seen great success. They can play games, but they must complete the modules and it is only for year 5 and 6 students and we feel these digital issues are problematic in these years.

Janelle asked whether we need to have a safety plan in place regarding mobile phone usage or is that considered on an individual basis. Kids lack of social media understanding filters through to their high school years so early education is vital.

Belinda mentioned that having a solid policy in place from the beginning will be the saving grace once more students start bringing phones to school.

Dhara mentioned using Digisocial is a great way to understand the consequences of social media.

The cost is \$25 but we would like to ask the P&C to supplement \$10 per student so the cost is down to \$15 each.

	Compass Update	<p>Sue gave an update.</p> <p>At the moment we are only using Compass for attendance (teachers and administration only).</p> <p>Next term we roll out more of the app – attendance to parents and also events.</p> <p>We are trialling the events module this term for the year 6 excursion and farewell. This will be our first trial.</p> <p>Next term all events, communication and attendance will be done via the app. All the information will appear on your newsfeed and that will be tailored to you only (eg year 6 newsfeed will look different to a year 3 newsfeed).</p> <p>Early next term there will be an information night for Parents. There will be no more Connect and looking through Facebook for important information.</p>	
	Other Business	<p>Beau asked about the songs at the end of the day. Can it be changed? Bec advised some students put in a formal request but the song choices were inappropriate. This is not our main priority at the moment but will be looked at soon.</p> <p>Path through the wood chips on the other side of the oval. If we have any funds available from the \$25,000 bollard money - this path will be our first priority. We understand the frustration and it did get knocked back last year. Belinda asked if there is some legality for a parent to help to do this project. We have a lot of bricklayers etc at the school. Bec would rather not have the liability of someone tripping on a path that has not been installed correctly.</p> <p>Rizza enquired about having a business directory at the school. We are not really allowed to promote businesses. In the past you could but the ruling has been changed around sponsorship and promotion.</p> <p>Badges for the board members to be made magnetic instead of pins. Next year this will be looked at.</p>	New badges for the Board members
	Board Meeting Effectiveness Survey	<p>Survey was completed and analysed.</p> <p>Main negative was - Side conversations need to be minimised. This can be achieved.</p>	
8:35pm	Next meeting and close	23 November 2021	