



MULLALOO BEACH PRIMARY SCHOOL BOARD

Minutes for Meeting on February 15 2017 at 6.00pm

Staff Room

1.0 Welcome

1.1 Open and Welcome:

- The meeting was opened by the Chairperson at 6.00pm.

1.2 Present:

- Brian Davies – Principal,
- Wade Rayner – Chair,
- Vanessa Cox - Staff
- Adam Mosconi – Staff,
- Sam Bean – Parent,
- Sasha Stockley – Parent,
- Paul Schaub – Parent,
- Mike Georgiou – Parent.

1.3 Guests:

- Louise Giles (P&C President)

1.4 Minute Taker:

- Sam Bean

1.5 Timekeeper:

- Sasha Stockley

1.6 Apologies:

- Mike Johnstone (Parent)

1.7 Confirmation of Agenda:

- Sam Bean & Sasha Stockley

1.8 Correspondence In:

- Board Position – Nominations from Michael Georgiou (Parent) and Adam Mosconi (Teacher)
- There were no chairperson nominations at this stage.

1.9 Correspondence Out:

- Board welcome letters to Adam and Mike

2.0 Disclosure of Interest

2.1 Conflict of Interest:

- The Board noted that there were no real, perceived or potential conflicts of interest experienced by any member in relation to the items on the Meeting.

3.0 Minutes of Previous Meeting

3.1 Review Minutes of Previous Meeting.

- Minutes endorsed by Paul and Vanessa

3.2 Actions Arising from the Previous Meeting:

- Wade – update Timetable and Responsibilities – Completed
- Sasha – notice on Facebook regarding board nominations – Completed
- Brian – email and post nomination form to staff – Completed
- Brian – amend Business Plan and circulate final copy. – Brian presented a draft during this Board Meeting and asked for feedback to be emailed prior to the next meeting in March.
- Leigh/Wade/Di – Add Board minute summaries to website – To be advised
- Leigh/Wade/Di – Add Board nomination form to website – To be advised
- Leigh/Wade/Di – add Business Plan to website – To be advised

4.0 Reports and Operational Matters

4.1 Board & Chair Nominations: Wade/Brian

- No nominations were received for Chairperson to date.
- Mike G suggested he would be happy to take on the role after serving one year on the Board.
- Sam was nominated and is considering the nomination prior to the next meeting.

4.2 Code of Conduct Execution: Wade

- All Board members are required to sign and return the Code of Conduct at the beginning of each year.

Action: Wade to send the Code of Conduct via email and all board members to bring a signed copy to the next meeting.

4.3 Operational Update & 4.8 Operational Plan Results: Brian

- Excellent start to the year
- 315 students have commenced
- Students from out of the catchment area have been refused a place to ensure classes are kept to a manageable size and to allow for midyear intakes from within the catchment.
- Census out next week
- National Quality Standards (NQS) compliance has seen a number of changes around the school premises including but not limited to:

- a. New fencing in the Kindy and Pre-primary area
 - b. Kitchen facilities upgraded in pre-primary
 - c. Reviewing the school grounds and setting up a committee to identify areas for improvement.
- Water fountains added to B block
- Department of Education have implemented a change to the curriculum, introducing Humanities and Social Sciences (HASS)
- MBPS are embarking on a Science, Technology, Engineering and Maths (STEM) initiative to be rolled out by Adam Masconi involving:
 - a. Hands on approach to STEM where possible
 - b. Encouraging children to embrace STEM for the future of Australia.
 - c. Embedding STEM within the classroom setting not just during science.
 - d. Adam to work in conjunction with the classroom teachers to roll out STEM
- NAPLAN – Explanation of the results was provided and a discussion focusing on the approach to numeracy and literacy introduced in 2016 and continuing in 2017.
 - a. Significant changes to the curriculum with the introduction of a whole school approach to numeracy using the Paul Swan methodology.
 - b. Investment in resources for all year levels to help provide support and standardised tests will be implemented so we can compare the progress from one year to the next.
 - c. Implementation of guided reading in 2016 and professional development for all staff will continue in 2017.
 - d. On entry assessment in Pre-Primary will be used to monitor student progress throughout their primary schooling using PLD. This will allow for individual development of children and provide a tool to help drive an efficient whole school strategy.
- Getting It Right (GIR) Literacy Specialist – Funding is available to hire a person for three days a week in this role and is currently under consideration.
- Supporting documentation supplied, outlining the NAPLAN results, refer to handout.

4.4 Annual Report (Draft) 2016 Review: Brian

- Brian provided a draft copy of the 2016 Annual School Report.

Action: – All Board members to review the draft and provide feedback to Brian as soon as possible.

4.5 Financial Report (EOY results and Budget for 2017): Brian

- Carry forward till the next meeting.

4.6 School Uniform Sub Committee Update: Louise Giles/Sasha

- Board voted on the specific design for the winter uniform.
- Board decided on plain pants with no logo
- Board agreed to involve the wider community in deciding the choice of fabric for the winter uniform, with the choice of microfibre and fleece.

Action: - Louise to prepare and circulate a paper based voting slip to all families within the school.

4.7 Business Plan Results Assessed: Brian

-

4.8 Operational Plan Results Assessment: Brian

- Discussed in conjunction with 4.6.

4.9 Website Sub Committee Update: Brian/Leigh/Sam

- Carry forward to the next meeting

5.0 Other Business

6.0 Next Meeting

6.1 Meeting is scheduled for Wednesday 15th March at 6.00pm in the Staff Room.

6.2 Items to be listed on Agenda:

- Review Budget Vs YTD Financials
- Community Board Member
- Board Newsletter (2 per year)

7.0 Roundtable Evaluation of the Meeting

7.1 2 x Board member surveys were returned and the feedback was positive.

8.0 Meeting Close/Adjournment

8.1 The meeting was closed by the Chairperson at 7.40pm.

Signed:

Brian Davies
Principal



Wade Rayner
Chairperson


