

# INDEPENDENT PUBLIC SCHOOL



Minutes of Meeting No: 2  
Harmony Primary School  
Date: 21<sup>st</sup> March 2017  
Commenced: 6.02pm

## ATTENDEES:

Principal – Lea Hadley  
Staff – David Geijsman, Leanne O’Kane, Natalie Machin (arrived 6.10pm), and Laura Fox-Woodford  
Parents – Jason Pearce, Berry Johnston, Matt Verney (departed 19:18), Simon Berry, Nick Jones, Samantha Joseph, Erin Swarbrick

1.0	Welcome and apologies	Actions
1.1	The meeting was opened by Jason Pearce and commenced at 6.02pm.	
1.2	Apologies: Donna Connors, Holly Thomas, Louise Legerstee Absent: Nil	
1.3	Confirmation of Agenda	
2.0	Disclosure of Interests	
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.	There were no conflicts of interest determined.
3.0	Minutes of Previous Meeting	
3.1	The minutes from meeting 21 <sup>st</sup> February 2017.  <i>Motion: That the Minutes of the Previous Meeting be accepted as a true and accurate record.</i>  <b>Moved:</b> Erin Swarbrick <b>Seconded:</b> Berry Johnston <b>Carried</b>	

4.0	<b>General Business</b>	
4.1	<p><b>ICT PRESENTATION AND DISCUSSION</b></p> <p>Jennifer Robinson provided a briefing to the Board on ICT. See presentation attached. Digital Technologies Resource Kits – Jenny is working with the network to determine the best way to utilise the equipment as there isn't sufficient to use within a classroom. Lea advised that in one school they utilised parent assistance to run clubs with the students twice per week. The impact this had was exceptional but it relied heavily on parent support.</p> <p>Erin – thank you for a great presentation. There was a post on Cockburn Chat discussing concerns about the MacBook Program. Could we have some more background on information on the MacBook Program? The reason the High Schools can utilise a BYOD is they aren't actually learning how to use the computer, whereas in the Primary School the students are actually learning to utilise the technology. With this in mind to utilise different devices would lead to teachers having a break-down. It would be very staff intensive trying to utilise a variety of devices. Similarly, utilising the MacBooks allow us to use an image making all computers look the same. In addition the battery life of the MacBook is sufficient to allow students to not need to re-charge throughout the day. Previously it was quite dangerous running power leads to re-charge old laptops that couldn't sustain the battery life all day.</p> <p>Dave advised that from a teacher's perspective, having one device is a major asset. He is confident with technology but would lose a great deal of teaching time if he had to try to utilise different devices – it just wouldn't be workable with the younger children.</p> <p>Erin advised that the discussion indicated that everyone had to have Windows computers meeting specific requirements. Have they?</p> <p>Matt asked if there were banks of school based computers. Staff advised that there are school banks of computers that students utilise in class if they do not have their own.</p> <p>Jen advised that the High Schools have advised that those children coming from schools only utilising tablets in Primary School are lacking some basic skills needed in ICT High School.</p> <p>Simon and Matt indicated that the after sales care for Apple was exceptional. Jen indicated that the MacBooks last a very long time.</p> <p>Matt summarised that based on the information he had heard tonight it was evident that one product ensures more teaching time which means that the investment in the MacBook is a good investment in their education.</p> <p>The question of whether or not there was a stigma for those students that don't have a MacBook and staff indicated that Teachers ensure that there is no stigma for students that don't have their own. Dave advised that there has never been an issue with the students.</p> <p>Parents have plenty of notice that the program is coming up to budget in advance.</p> <p>Erin questioned whether or not there is a more affordable option available to the MacBook. Jen replied that extensive research was conducted but no other device matched the full criteria of the school, particularly with regard to battery life and imaging capabilities (to ensure all computers</p>	

	<p>looked alike for education purposes).</p> <p>Berry asked if there is possibility to charge a higher fee to ensure that children don't have to share a device. Dave advised that he could see problems facilitating this at a classroom level because we just don't have enough devices nor the money to purchase enough devices for students to not have to share laptops around at school.</p> <p>Do we put out a survey? Nick expressed concerned with sending out a survey without parents being fully informed about the full extent of the MacBook Program as provided to the Board this evening.</p> <p>It was discussed that many parents opted to purchase second hand devices for their students. Therefore it was decided to invite parents to place advertisements in the newsletter if they wished to sell their MacBook when their child was leaving the school.</p>	
4.2	<p><b>FINANCE</b></p> <p>The following financial reports were emailed to all Board Members for consideration:</p> <p>Cash Report – February 2017</p> <p>Comparative Budget Report – February 2017</p> <p>Consolidated Financial Report – February 2017</p> <p>Fees Paid Rate @ 16 March 2017</p> <p>Minimum Expenditure Report – February 2017</p> <p>One Line Budget Report – February 2017</p> <p><i>The Board accepted the financial reports presented.</i></p> <p><i>Moved: David Geijsman</i></p> <p><i>Seconded: Natalie Machin</i></p> <p><i>Carried</i></p>	
4.3	<p><b>TREES</b></p> <p>Matt provided comment that the trees on the hill have never grown with many broken off. He asked if there was any possibility of replacing or at least digging out the ones that are just sticks and letting the grass grow over the area. Discussion ensued around the cost of planting trees established enough to survive in that open area. While this was the preferred option more investigation was needed.</p>	
4.4	<p><b>2018 CLASS LIST</b></p> <p>Leanne O'Kane provided a briefing to the Board on the process utilised to determine class placement, including determining suitable classroom. See briefing note provided.</p> <p>Members suggested that an abbreviated version should be distributed to parents.</p>	
4.5	<p><b>NOMINATIONS</b></p> <p>Jason advised that Holly has submitted her resignation from the Board for personal reasons. Her term is due to expire this year and will be filled through the normal process underway.</p> <p>There are six nominees for the 4 positions available on the Board. All nominees to be emailed to advise of an impending election. David or Scott from ALYA Inc to be invited to join as an Ex-Officio member of the board.</p>	

4.6	<b>UPDATE OF OUR BUSINESS PLAN</b> Draft with Sharon Baker for production. Production costs have been approved today. The targets were finalised today at Executive. Lea to provide them to Sharon tomorrow. Lea will advise the Board when the draft is available for viewing in the office. There will likely only be a short window for viewing.	Lea to advise Board when draft is ready to preview.
4.7	<b>VANDALISM</b> Lea advised that we were broken into during the weekend. No major damage done and only batteries were stolen. Lea is following up with students that have reported having seen the break in. One of our neighbours, Brian has also provided advise about suspected drug exchanges. He notified the Police who investigated.  Over the long weekend we had extensive vandalism. Lea asked other Principals in the area if fences have reduced their vandalism? The feedback indicated that it had not. It was decided that the cost of the fence still made it prohibitive.  Someone suggested modifications to the cubby house to convert it to a forte to make it less inviting to the trespassers? This idea is to be explored further.  Whilst it was acknowledged that CCTV had been investigated in the past it was decided to re-visit the idea and see if any of the previous impediments could now be overcome.	Investigate cubby modifications.  Investigate CCTV.
4.8	<b>UPDATE ON HAND HYGEINE</b> No update at this stage. Advertisement going into the newsletter this week.  Lea advised that the Community Nurse was keen to give some information on hand washing and gels.	Notice in the newsletter.
4.9	<b>P&amp;C REPORT</b> The Board was advised that the P&C was going to hold a fete this year on Sunday 5 November. Class representatives were still being pursued.	
4.10	<b>KISS N DRIVE</b> Simon indicated that there are still some parents still parking in the kiss n drive in the morning. Further advertising in the newsletter and regular patrols would be undertaken.	
4.11	<b>BOARD BRIEFINGS</b> Berry asked if the specialist programs could report to the Board in addition to the current briefings. Lea indicated that she would facilitate this.	Lea to arrange for specialist programs to brief the Board.
<b>5.0</b>	<b>Meeting Closed/Adjournment/Next Meeting</b>	<b>Actions</b>
	Meeting closed at 8.30pm – the next meeting is scheduled for Tuesday the 16 <sup>th</sup> May 2017 and to commence at 6.00pm.	

Signed (Chair)

Date: