

INDEPENDENT PUBLIC SCHOOL



ATTENDEES: Principal – Lea Hadley Staff – Michelle Oatey, David Geijsman, Kelly Lindley and Leanne O’Kane Parents – Berry Johnston, Rachel Shave, Samantha Powell and Caren Bell		
1.0	Welcome and apologies	Actions
1.1	Opening <ul style="list-style-type: none"> Welcome (including Welcome to Country) Reflection / purpose 	
1.2	Apologies/absentees Brett Hovingh , Donna Connors , Matt Verney , Jason Pearce , Fred Yasso	
1.3	Confirmation of agenda	
2.0	Disclosure of Interests & Agenda Additions	
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	Review previous meeting minutes – 17 th December 2019 Confirmed by: 1. Lea Hadley 2. Michelle Oatey	
4.0	General Business	
4.1	Harvest Lakes Residents’ Association Cockatoo Park – newsletter article . Planted by HPS and other schools . Promo for the school . HLRA would like to sponsor an environmental prize for the Year 6 graduation awards .	

	<p>Vandalism – knows that fence will be brought up by Board to the school community. Pearl found prescription drugs and alcohol on HPS site in the holidays. It was reported to School Watch and pharmacist.</p>	
4.2	<p>P&C AGM next week. Lots of positions available, including president. Jen Parker is happy to support whoever takes on presidency.</p>	
4.3	<p>Finance – 2020 Final Budget Lea provided summary. Budgets can't be confirmed yet – still waiting on census results to come back. Approx \$200K carried over from last year. Until budgets are confirmed we won't have definite figures. We have enough in contingencies in the meantime. Finance reports will be reported to the Board once per term.</p>	
4.4	<p>Nominations Jason, Tim and Fred resigned. Sam, Caren and Berry renominated. Matt would like to renominate as a community member. Karolyn Ward, Jennifer Parker and Brett Treeby nominated for Board. Brett Hovingh has one year left of his term. Lea moved that Berry be nominated to a 2 year position to accommodate the School Review and Business Plan creation process. Other members of the Board agreed. Lea also moved that Sam be given a 2 year position, as she has been an advocate for the P&C. Jen Parker, Karolyn Ward and Brett Treeby to be given a 1 year position. Caren Bell also to be given a 2 year term. Matt approved as community member for 1 year.</p>	
4.5	<p>Schedule for Meetings Berry presented a two-year cycle for meetings to Board. Board Training in our next meeting. NAPLAN data and Finance summary to be presented too. Schedule Confirmed. Change of dates in meetings – Week 2 and 8 Tuesdays from now on. Connect will be used for robust discussions and more in-depth evaluation of items.</p>	
4.6	<p>Survey – Fence (as per 2019 Meeting 7) Survey will be going up through Survey Monkey (Yes/No/comments). Open for 2 weeks – beginning of Week 4 and closing beginning of Week 6. Lea to add in type of fence used on survey.</p>	
4.7	<p>Fathering Project Update Fred Yasso and Michael Harwood to lead. Launch night 25th March – Wednesday night, not on school site. They will be leading this program, with support from Lea. Invites to dads can be written by kids through classrooms. Still chasing a few more fathers who are interested in being involved. Camping overnight on school oval has been suggested as their first official event.</p>	
4.8	<p>Dress Code Student Dress Code – no jewellery for students, except for studs/sleepers. Long socks and large hair bows raised as a query by staff. Large headbands/bows. Long socks to be added to the dress policy as being in school colours, same as leggings. Hair bows, ribbons and headbands to be plain and in school colour. P&C could have a fundraising event – 'wear your crazy socks day'.</p>	Lea will modify policy and add to Connect.
4.9	<p>Communication Policy Update Communication Policy has been communicated to all parents through Connect and Parent Info Sessions. Has been added to HPS website.</p>	Lea to add link to DoE brochures as a summary.
4.10	<p>School Board Self-Assessment Survey Is up on Connect on 18th December. Lea presented survey results to Board. Berry gave some evaluation of the results. Timeline required for Board meeting minutes to be given to Board in a timely manner. Board training – reminder about where to find things on Connect</p>	

	<p>Discussion regarding the importance on ensuring that we have read past minutes and documents sent out to prior to meeting.</p> <p>All notifications for Board to continue via Connect.</p> <p>Dates for minutes to be released and agenda to be put out to be added to the schedule.</p> <p>Board to share their skillset in our next meeting with Board training.</p>	
4.11	<p>Reducing Risk – Defibrillator</p> <p>Berry has looked into getting a defibrillator installed at the school. For students, teachers and community. Cost of a basic one is about \$2000 – install only. No training is required. Question raised about location. It is a securely locked device that you need to call 000 to get a pin to use. Grants may be available. Jandakot Jets and City of Cockburn may be involved as there is shared use of the oval. Could be installed on wall of community centre. Board supports further investigation of this. Preference for community access and City of Cockburn funding. Berry to bring update to the next Board meeting.</p>	
4.12	<p>Sun Smart Policy</p> <p>Policy not on HPS website. Needs to be reviewed – use of sunscreen in school. Swimming lessons raised as concern, especially as they are swimming later in the day and outside. Consistent message is going out to school community that school is not responsible for providing or supplying sunscreen. This has been informed by DoE in the past. Policy to be reviewed again with new DoE recommendations: ‘Student Health Care policy’. Parents advised to apply sunscreen before students come to school.</p> <p>Question was raised regarding what temperature limit is when it gets to a certain temp and students are not allowed outside. PE program is modified to match temperature and UV index. Hats, regular water breaks, time in shade as much as possible for instruction.</p> <p>Berry to review DoE Student Health Care Policy and bring finding to next meeting and have discussion via Connect.</p> <p>UV rating of school uniform, permission to use sunglasses also discussed.</p>	
5.0	Roundtable Evaluations	
6.0	Other Items/Comments	
	<p>Next Board meeting may go a little longer – 8.15pm could be an expected closing time.</p> <ul style="list-style-type: none"> - Finance Summary - Board Training - NAPLAN report 	
7.0	Meeting Closed/Adjournment/Next Meeting	
7.1	Allocation of newsletter article communication – Berry (to be completed once per term after Week 8 meeting)	
7.2	<p>Meeting closed – 7.35pm</p> <p>Next Meeting – 24th March 2020</p>	