



School Board Meeting Minutes

Success Primary School



DATE:	Monday 9 April 2018	CHAIR PERSON:	Andy Barrett
TIME:	4:15pm	MINUTE SECRETARY:	Eva Colic
ATTENDEES:	Kristy Mularczyk, Michelle Gilmore, Eva Colic, Andy Barrett, Craig Sweet, Tash Pederson, Christie-Lee Davies, Lisa Webb, Serena Stirling, Kate Smith, Natalie Ranford		
APOLOGIES:	Kaye Blackburn, Penny McLean		
ABSENT	Tash Pedersen, Lisa Webb, Serena Stirling		

1	Conflicts, apologies & preliminary business	Chair	<p>Nil</p> <p>Natalie Ranford needs to be on the email list</p>	Andy Barrett to add Natalie Ranford to the Board email list
2	Minutes of previous meeting	Chair	<p>Accepted as true and correct.</p> <ul style="list-style-type: none"> Accepted by Tash Pederson and seconded by Christie-Lee. 	
3	Financial Planning and Budget	Deputy Principal Natalie Ranford	<p>Inc. Budget review and updates</p> <ul style="list-style-type: none"> Budget going fine, no major changes from the last year. Expenditure – the school has currently spent about 15% of what was anticipated. Natalie Ranford will hold a meeting in term 2 to review the budget status. 	Natalie Ranford to review the budget status in Term 2.

4	Business Planning	Principal Kristy Mularczyk	Staff planning day review and outcomes Principal Kristy Mularczyk presented an update of the school Business Plan. <ul style="list-style-type: none">• Business Planning is progressing, and is currently at draft stage.• It is expected that a draft Business Plan will be completed by half year.• 6 key areas that will drive the business planning.<ul style="list-style-type: none">○ Leadership○ Wellbeing is a departmental priority – gather data about wellbeing to decide what programs are needed.○ Community – whole school and community program○ High quality teaching○ Student by student focus○ Soft Skills	Draft Business Plan to be completed by July 2018.
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6	Evaluating School Performance	Principal Kristy Mularczyk and chair Andy Barrett	<p>Wellbeing in school:</p> <ul style="list-style-type: none"> • Very positive feedback about the program. • Review and gather data for more direction - how do we engage as a whole school to embed going forward? <p>OSH Club – how are they settling in?</p> <ul style="list-style-type: none"> • OSH going well, very highly organized and professional, staff well trained. • Aware of Education Support needs. <p>Connect Natalie McRobb provided Connect Term 1 update of Communication Plan with Parents.</p> <ul style="list-style-type: none"> • 50 parents attended the parent information session. • A detailed communication plan is in progress to roll-out Connect to staff and parents. • A separate School Board and P&C Community will be created in Connect. An EV Number will be provided to Board members. <p>BYOD Bring your own device initiative Natalie McRobb presented Digital Technologies and Infrastructure proposal.</p> <ul style="list-style-type: none"> • Focus for 2018 will be on building the capacity of staff. • Focus for 2019 will be asking parents to buy in to the program. • Planning towards 1:1 program in 2019 P-6. • Outline of financial investment from P and C over the next 3 years. • Winthrop program stages of planned roll-out. <p>The Board support the progress of the BYOD proposal.</p>	<p>Kristy Mularczyk to gather data from the Wellbeing in School program.</p> <p>Once the data is collected, staff to develop a plan to embed the learnings as a whole school approach going forward.</p>
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7	Promoting the school community	Principal Kristy Mularczyk and chair Andy Barrett	Board Nominations <ul style="list-style-type: none"> • 4 people have submitted nominations to join the board. • Board voted in a silent ballot. • Becky Renton and Dr Charmonix Terblanche have been voted in as new members. • Christine Wilson-Banks and Melanie Nosworthy will be invited as non-voting support members. 	Andy Barrett to contact the new Board members and advise of the Board appointments.
8	Future meeting times and procedure	Chair Andy Barrett	The next meeting will be held in week 7 of Term 2.	



9	General Business	Andy and Eva	<p>Inc. No homework policy Homework expectations have been clearly stated in for each year group in the School News Letter. The Board have requested to make sure there is consistency across the year groups.</p> <p>Board Secretary Eva Colic has been appointed as Board Secretary.</p> <p>Safe Schools program Board can discuss at a later time if it comes up. Success not looking at that program at the moment.</p> <p>Traffic on Hammond Road Discussed at P&C meeting last week. Christie-Lee will set up a P&C subcommittee and reach out to the School community to ask community members to join the subcommittee. Kristy to contact Ian Hastings from Jandakot who has been reviewing traffic on Hammond Road. Craig Sweet will follow-up with Deputy Major for suggested direction to resolve traffic issues.</p> <p>Activity Charge Communicate in the newsletter about the Activity Charge roll-over at the end of each year.</p> <p>Handwriting</p>	<p>Kristy Mularczyk to discuss with staff regarding consistency of homework through the year group.</p> <p>Chrstie-Lee will set up a P&C subcommittee to progress the local traffic issues.</p> <p>Kristy Mularczyk to contact Ian Hastings from Jandakot Primary regarding the findings of his traffic study on Hammond Road.</p> <p>Craig Sweet will follow-up with Deputy Mayor for direction on how to progress the traffic issue.</p> <p>Kristy Mularczyk to include details of the Activity Charge yearly roll-over in the upcoming newsletter.</p> <p>Kristy Mularczyk to discuss</p>
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	Week 7, Term 2 11 June 2018		5:50 pm			
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School Council Meeting Minutes

Success Primary School Council Timetable for MINUTE SECRETARY:



School Council Members:

Kaye Blackburn, Kristy Mularczyk, Michelle Gilmore, Eva Colic, Andy Barrett, Craig Sweet, Tash Pederson, Christie-Lee Davies, Lisa Webb, Serena Stirling, Kate Smith, Natalie Ranford, Penny McLean

Notes

Member	Term Expiry date	
Community Members	Parents	Students
Andrew Barrett (Chair)	October 2019 (elected Chair, Nov 2017)	Poppy LC7.2 Daisy LC
Eva Colic (Secretary)	Extended to February 2019	Damian LC 3.5 Kristian LC 2.1

Michelle Gilmore	Extended to February 2020	Dominic LC 4.3 Cohen LC 5.1 Blue
Tash Pederson	December 2018	Clover LC 1.5 Imani LC 2.2
Lisa Webb	February 2019	Bailey LC1.3 Jenna LC4.3 Phoebe LC3.7
Serena Stirling	Extended to February 2019	Community/SSEND Teacher
Christie-Lee Davies	February 2019	
Craig Sweet	February 2020	
	Staff	
Kaye Blackburn	Extended to February 2020	A/Principal
Penny McLean	February 2019	Teacher
Kate Smith	December 2018	Teacher
Kristy Mularczyk (Principal)	February 2019	Principal
Position Vacant		
Position Vacant		