



DATE	Tuesday 20 August 2013	CHAIR PERSON	Bill Boylan
TIME	7:00 PM (opened 7:00)	MINUTE SECRETARY	Valerie Ogilvie

ATTENDEES	Board: Bill Boylan, Maria Szep, Krista-Lee Swart, Colleen Linsley, Caroline Keenan Visitor: Valerie Ogilvie
APOLOGIES	Julie McCaskill, Wilson McCaskill, Amanda Ferguson, Coretta Robson, Susan Mallett, Janette Crisp
Absent	Will Turner

REF	ITEM	LED BY	DISCUSSION/PROGRESS REPORT	ACTION TIMELINE
1	Welcome / Introductions	Bill	<ul style="list-style-type: none"> Welcome and apologies. 	
2	Previous Meeting Minutes	Bill	<ul style="list-style-type: none"> Business Plan handed out and a general run through of the document Minutes of last meeting and items listed briefly outlined and update provided: Sports uniform, logo motto, bike racks, BESM, School Development Days, Leavers for years 6&7 and booking of camps. 	<ul style="list-style-type: none">
3	Business plan	Bill	<ul style="list-style-type: none"> Business Plan a result of 4 months consultation. Distributing a hard copy and requesting that board members read through, 'scribble' recommendations/alterations to consider and bring it back to the next meeting to discuss. A brief explanation regarding certain components, such as Improvement Targets and its rationale, was undertaken. 	<ul style="list-style-type: none"> Board members bring back recommendations/ feedback to discuss wk5 Term4.
4	Yr 6 2014/Camp Arrangements	Bill	<ul style="list-style-type: none"> Year 6 camp will be held at Point Walter for two days/one night. As per the year 7 camp there will, however, be the same number of organised activities undertaken (less travel time enables this). The camps will be back to back in Term1 weeks 7 & 8 –notes have gone home to parents affected so that costs are known and families can plan ahead. 	<ul style="list-style-type: none">
5	Website	Bill	<ul style="list-style-type: none"> A slip with the web address was handed out (attention was also drawn to the web address on the back of the school business plan). Board members were asked to visit the site and any suggestions as to what may be missing at this point in time be brought up at the next meeting or by contacting Bill or Susan e.g. updated canteen menu which has been rectified. 	<ul style="list-style-type: none"> Board members bring back recommendations/ feedback to discuss wk5 Term4.

6	School Uniform	Bill	<ul style="list-style-type: none"> Admin responded to a request by the P&C to ensure school uniform is being worn by the students. Two 'sweeps' have been undertaken thus far and another planned within the next few weeks. Approx. 37 notes sent home regarding incorrect uniforms out of 32 classes. 	<ul style="list-style-type: none">
7	BESM - Update	Bill	<ul style="list-style-type: none"> Behaviour and Self-Management sheet handed out which outlines: 'What we do' at Tapping PS (Consequence of behaviour on yourself and others and Restitution to undo the damage) and 'What we don't do' (control behaviour through punishment and rewards). 	Bill and Wilson will go into more depth and cover GPSs at the next meeting
8	General Business		<ul style="list-style-type: none"> General discussion on how parents can 'continue' the Tapping model at home –Bill's input as to ways to deal with sibling rivalry sought. Bike racks: external racks will be put in and the fence will not be extended – use of locks has proven to be the best method of securing bikes and scooters. Car Park – what's happening? Bill reported car park almost completed; lines yet to be painted. Tapping sign –reads 'PING' Bill will sort it out.. Reporting of incidents to the parent body - how and when do we as an Admin decide to notify parents e.g. no information went out after a person was reported taking photos on his phone as he drove slowly past the oval. Bill discussed process and when authorities we're in touch with, advise actions such as sending out an SMS. Traffic management –Caroline has approached the police department to request a greater presence of police around our school at peak hour times. 	

Documents used at this meeting:

- ◆ Tapping PS Business Plan
- ◆ Behaviour Education & Self-Management sheet

Next Meeting	7:00PM Tuesday	Meeting Closed	8.07	Signed		
					Chairperson	Date