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| DATE | Tuesday 18 August 2015 | CHAIR PERSON | Bill Boylan |
| TIME | 7:00 PM (opened) | MINUTE SECRETARY | Susan Mallett |

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| ATTENDEES | Board: Bill Boylan, Susan Mallett, Amanda Ferguson, Sandra Scriba, Marianne Thoroughgood Colleen Hawke-Linsley, Sarah Harris, Bronwyn Hutchings, Katie Digney, Co-opted: Will Turner (absent), Visitors: Val Ogilvie |
| APOLOGIES | Will Turner, Janette Crisp, Cath Taylor (P&C President), Helen Hall, |

| REF | ITEM | LED BY | DISCUSSION/PROGRESS REPORT | ACTION TIMELINE |
|-----|------------------------------------|--------|---|--|
| 1 | Welcome / New Board Members | Bill | <ul style="list-style-type: none"> ▪ Welcome to all in attendance. ▪ At the next Board meeting we will discuss the NAPLAN results and implications for school direction ▪ Board members were notified that the School Review group may wish to speak with them during the Review set for 16-17 September. This meeting may be longer than usual. | |
| 2 | Transition K-P-Y1 | All | <p>Board members were asked to discuss the most important changes that they see as parents when students transition from Kindergarten to Pre-primary and also from Pre-primary to Year 1. The following are the results, in no particular order, of the discussion which will be passed onto the relevant teachers for any additional information then added to the school Parent Handbook as a 'checking sheet' or quick guide at the beginning of the appropriate sections.</p> <p><u>Kindergarten to Pre-primary</u></p> <ul style="list-style-type: none"> ▪ Library borrowing schedule ▪ Swimming lessons ▪ Break times (lunch) ▪ Shared Fruit ▪ Expectations – pick up and drop off of students ▪ DOTT teacher ▪ Decreasing time for socialising in the mornings ▪ Sports carnival (shirts) <p><u>Pre-primary to Year 1</u></p> <ul style="list-style-type: none"> ▪ Break times (lunch) ▪ DOTT and specialist teachers ▪ Computer lessons ▪ Fruit not shared; Crunch and Sip | <ul style="list-style-type: none"> ▪ Teachers to be given lists to adjust |

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| | | | <ul style="list-style-type: none"> ▪ Drink bottles ▪ Homework ▪ Development of independence – drop off and pick up of students ▪ Parent pick up from CAA (students escorted after school) ▪ Assemblies ▪ Canteen purchases other than lunch ▪ All items named | |
| 5 | School Uniforms | Susan | <p>From query about compliance of school uniforms following ‘uniform sweep’, results showed the following:</p> <ul style="list-style-type: none"> ▪ Most issues with jewellery, socks and shoes appeared to be in the Year 1 group with some parents indicating they had not been challenged previously. Discussion around why this may be the case ensued. ▪ A decision was made to focus on correct uniform with the K and PP students so the right message about uniforms started in the earliest years to eliminate any confusion with parents. ▪ Also the school had decided to have a ‘uniform sweep’ in the last two weeks of each term in case parents planned to purchase school uniform items over the school holidays. ▪ Students were very keen to comply with uniform expectations. <p>Bill added that he would advise parents to have children follow the rules even if they disagreed with them as later in life the children may not like their parents’ rules but know that it was important to follow them anyway.</p> | <ul style="list-style-type: none"> ▪ Increased focus with K/PP teachers ▪ Build review into End of Term Arrangements |
| | General Business | All | <ul style="list-style-type: none"> ▪ Waste Free Project. Parents indicated that students put pressure on their parents to bring no rubbish to school. Also, teachers commented on the greatly improved food from a health perspective. The school also looked clean. There was a query from a parent about how the lunchbox audit was done in some classrooms. The project has been a great success to date. ▪ Reference was made to the rubbish collecting around the oval fences. However, the school has less control over that as many groups use the school oval on the weekends and after school. The school does target this area on Clean Up Day | |

Documents used at this meeting: none

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| Meeting Closed | 7:35pm | Next Meeting | Tuesday 1 December (Week 8 of Term 4, 2015) 7:00PM | Signed | | 03/03/2015 |
| | | | | | Chairperson | Date |