



DATE	Tuesday 16 August 2016	CHAIR PERSON	Will Turner (Susan Mallett acted in his absence)
TIME	7:00 PM (opened)	MINUTE SECRETARY	Susan Mallett

ATTENDEES	<b>Board:</b> Bill Boylan, Susan Mallett, Val Ogilvie, Marianne Thoroughgood, Cath Taylor (P&C President), Bronwyn Hutchings, Sarah Harris, Pippa Gale, <b>Co-opted:</b> Helen Leithead <b>Visitors:</b>
APOLOGIES	<b>Absent:</b> Katie Richards, Ruth Twell, Will Turner, Amanda Ferguson, Skye Riley

REF	ITEM	LED BY	DISCUSSION/PROGRESS REPORT	ACTION TIMELINE
1	<b>Welcome</b>	Susan	<ul style="list-style-type: none"> <li>▪ Apologies for those absent, including Will Turner (Chair Person)</li> <li>▪ Minutes of last meeting passed unanimously.</li> </ul>	▪
2	<b>BESM - UCRM</b>	Bill	<ul style="list-style-type: none"> <li>▪ Bill gave an outline of the process for UCRM (Ultimate Community Role Model), referring to the pencil installation which represents the school's virtues. The main virtues focussed on in the junior grades being Manners, Courage, and Friendliness.</li> <li>▪ Every day, students are challenged so courage is vital in dealing with minor and major issues. It helps for children to set goals for themselves. Research says that children with higher EQ (Emotional Quotient) lead more satisfying lives so the school concentrates on self-awareness, self-regulation, self-motivation, empathy and people skills which directly relates to the Australian Curriculum. IQ (Intelligence Quotient) gives entry level ability while EQ allows students to thrive. Children have more control over the virtues rather than over their academic prowess.</li> <li>▪ Many jobs in this modern age seek a workforce with cooperative skills and problem solving capabilities which can be learned in an intense process over time.</li> <li>▪ UCRM process acknowledges the "habits of action". Students are nominated by teachers but can be vetoed by any other staff member who disagrees with the nomination. Nominations are not limited in number and the school is working towards consistency across the classrooms in regards to nominations.</li> <li>▪ Visiting principal from New Zealand discussed his issue concerning a student who was given a 'rewards' chart to encourage compliance but realised that he was in greater need of strategies to assist in dealing with the student's issues in order to get to the bottom of the actual problem.</li> </ul>	▪
3	<b>Homework Policy</b>	Bill	<ul style="list-style-type: none"> <li>▪ Copies of an article from Education Today (Term 3, 2016) called "The Dog Ate My Homework" by Annie Francchinetti were distributed to members to read. The research suggested that forcing students to do particular things could turn them off forever e.g. making them read.</li> <li>▪ The same article was distributed to staff and a committee of staff members formed to present suggestions for a draft homework policy to staff and then later share with the board.</li> </ul>	▪

4	<b>School Budget</b>	Helen	<ul style="list-style-type: none"> <li>Helen queried the role of the Board in relation to school budgets. Bill said that the Board's role was in governance and an overview of the annual budget would be sent to the school board with the coming agenda prior to each meeting.</li> <li>Overview of the annual budget is available to the public as the last page of the School Report which can be found on the website Schools Online.</li> <li>A suggestion that the Manager Corporate Services, Jane Kelly, be invited to the next meeting to give an overview of how the school budget is established and run.</li> </ul>	<ul style="list-style-type: none"> <li>Invite Jane Kelly to next meeting</li> <li>Send out budget overview</li> </ul>															
5	<b>School Development Days 2017</b>	Bill	<p>Setting of dates of School Development Days for <b>2017</b></p> <table border="1"> <thead> <tr> <th></th> <th><b>Mandatory</b></th> <th><b>School Decision</b></th> </tr> </thead> <tbody> <tr> <td>Term 1</td> <td>Monday 30 Jan., Tuesday 31 January</td> <td></td> </tr> <tr> <td>Term 2</td> <td></td> <td>Monday 24 April</td> </tr> <tr> <td>Term 3</td> <td></td> <td>Monday 7 August</td> </tr> <tr> <td>Term 4</td> <td>Friday 15 December</td> <td>Friday 27 October, <b>Friday 24 November*</b></td> </tr> </tbody> </table> <p><i>*This was set for Monday 20 November but in an attempt to balance up kindergarten attendance for both groups the school would like to move this to a Friday 24 November, with the agreement of the Board.</i></p>		<b>Mandatory</b>	<b>School Decision</b>	Term 1	Monday 30 Jan., Tuesday 31 January		Term 2		Monday 24 April	Term 3		Monday 7 August	Term 4	Friday 15 December	Friday 27 October, <b>Friday 24 November*</b>	<ul style="list-style-type: none"> <li></li> </ul>
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6	<b>School Board</b>	All	<ul style="list-style-type: none"> <li>Bill has agreed to organise formal School Board training for three members of the school Board.</li> </ul>	<ul style="list-style-type: none"> <li>Bill to organise</li> </ul>															
7	<b>General Business</b>	All	<ul style="list-style-type: none"> <li><b>Safe Schools.</b> Bill explained that the Safe Schools program was not legislated for use in primary schools as it is considered not relevant for the age group, however, being registered as a member with Safe Schools gives schools and parents access to information and for parents, free contact with health agencies.</li> <li><b>Cursive Writing.</b> A query was made as to when students transition from printing to cursive writing style. This is generally during Year 3. At one time all schools were compelled to use Victorian Modern Cursive but now the choice of style is made at a school level. Students are exposed to a huge variety of print styles in books and the media.</li> <li><b>Charity Fundraising.</b> A request was made for students to forward plan for the year when fundraising activities were to take place. A query was made on how students decided on what charities would be supported and whether this could be made more strategic by creating a long term plan which could be shown in the annual calendar along with Harmony Day etc.</li> <li><b>Business Plan.</b> Clarification was made by Bill to all the statements in the Business Plan in the Parents and Community section.</li> <li><b>Front of the School.</b> Confirmation was made that plans were under way to plant grass in the beds at the front of the school that had previously held bushes – and snakes.</li> <li><b>Chaplain.</b> Applications for 2017 have closed. A brief discussion ensued in regards to the merits of having a school chaplain.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>															

**Documents used at this meeting:**

- "The Dog Ate My Homework" by Annie Francchinetti
- Business Plan

Meeting Closed	8:22pm	<b>Next Meeting</b>	<b>Tuesday 08 November (Week 5 of Term 4, 2016) 7:00PM</b>	Signed		
					Chairperson	Date