

**CANNING VALE PRIMARY SCHOOL  
SCHOOL BOARD MINUTES FOR MEETING 16<sup>th</sup> March 2017**

DATE:	16.3.17	MEETING NO:	1.17		
TIME:	19:00 – 20.30	MEETING LOCATION:	Staffroom	Scribe	Erica Garner

ITEM REF	ITEM	LED BY	
1.1	<b>Opening and Welcome</b>	Glen Innis	Attendees: Glen Innes, Phillippa Berkhout, Erica Garner (Scribe), Kerwyn Jonker, Belinda Johnston, Gemma Henson, Dr Ken Collins, Laura Taylor, Jackie Lange, Babu Prasad and Vanessa Hahn  Apologies:, Karen Johnson, Rebekah Milnes, Clinton Giraud, Corrina Mantegna, Natasha Ouma, Lauren Murgia  Guest: Tracy Tolcon
1.2	Call for Scribe:		Erica Garner
1.3	Conflicts of Interest		No conflicts
<b>2 Previous minutes and Business Arising</b>			
2.1	Approval of previous minutes	Glen	Motion to endorse previous minutes as a true and accurate record; Moved: Gemma Henson. Seconded Kerwyn Jonker Passed unanimously
2.1.1	School Volunteer Policy	Phillippa	Tracy Tolcon (Coordinator of the project) explained the process of School Volunteer Program and 2017 Beginning of Year implementation. Overall, the implementation has been successful.  Glen (Chair) thanked Tracy for her work and ongoing support of the project.

ITEM REF	ITEM	LED BY	
2.1.2	National Schools Survey	Phillippa	Board discussion and proposal of questions for school based survey; for example, communication.  ACTION: Phillippa to develop a sample set of questions for presentation at the next Board meeting.
<b>3 Standing Order: School budgets</b>			
3.1	SCF (Student centred funding) update	Phillippa	In Karen's absence, Phillippa presented the reports.  Contingency Budget and Preliminary Statement Reviewed & explained by Phillippa to Board Members  MOTION to endorse summary: Moved Belinda Johnston; Seconded Gemma Henson Passed
<b>4 Standing order: Business Plan/DPA</b>			
4.1	Start of the Year  Link to Business Plan - Effective Partnerships	Phillippa	Feedback of Highs and Lows  <b>Highs</b>  Volunteer Program (Teacher)  Classrooms established and working well  Open communication (Parent)  Feedback and action from 2016 feedback (Parent)  <b>Lows</b>  Lack of information for Year 1 parents: Week 3 was too late and there was question about transition to Year 1 from PP at the end of 2016.
<b>5 New Business</b>			
5	NAPLAN 2016	Phillippa	Presentation about how to read some of the data.  ACTION: At the next meeting Phillippa to continue to present information including Online NAPLAN skills needed for 2018

6	Input from Board about agenda items	Phillippa	Proposal that agenda is sent out earlier through Chair to members and be open for additional items to be added. Email communication from parents to the Board through the chair.
7	Scribe	Phillippa	Phillippa called for scribes for the next meetings. Jackie volunteered for the next meeting (May 4 <sup>th</sup> ). Other scribes to be organised at the next meeting.
8	New Board Member Handover (Informal)	Phillippa	Exiting Board Members 2 year date due for handover/rollover Belinda, Erica, Gemma, Glen, Rebekah and Clinton P and C Representative to be elected Parent Vacancies: x 3
9	Next meeting and schedule of dates for 2017	Glen	Next meeting: May 4 <sup>th</sup> Scribe: Jackie June 8 <sup>th</sup> July 27 <sup>th</sup> Aug 31 <sup>st</sup> Oct 19 <sup>th</sup> Nov 23 <sup>rd</sup> This will be the Open Meeting
16/03/17	SIGNED:		
		CHAIRPERSON	PRINCIPAL                      DATE