

Bletchley Park Primary School School Board Meeting Minutes

Date: 20 March 2017

Present: Rebecca Burns, Sharmini Aru, Kerry Heliams, Jenny Forster, Ness Gordon, Peter Abetz, Kevin Porter, Alladean Chidukwani, Damion Hill, Paula Vardy

Apologies: Renae Ritchie, Kelly Anderson

No	Item	Description	Action
1	Endorsement of the Minutes from previous meeting	<p>From 20 February 2017 Approved with Changes - The new car park will be 32 bays – not 18 as printed in previous minutes.</p> <p>Principal Update: Kiss n Drive has teachers on duty both in the morning and afternoon. IPS Training: Bec attended training today Annual Report: Bec currently working on this. New School: change of government has meant that this is in a state of flux – hopefully we will know soon.</p>	<p>Endorsed by: Peter Abetz</p> <p>Seconded by: Kerry Heliams</p>
2	Business arising from last minutes	The new car park will be 32 bays – not 18 as printed in previous minutes.	
3	Community Membership	<p>Damion is interested in having a community member that is involved in the sporting community to further develop and encourage women in sport.</p> <p>Terry Healy has approached the board as being a community representative.</p> <p>A local community member with skills and knowledge in mindfulness, resilience, mental health, visible learning etc such as a Psychologist would be beneficial in addressing our key objective of continuing the development of both 'student engagement and wellbeing' and 'staff wellbeing'.</p> <p>Staff Membership: Sharmini welcomed Paula Vardy – new to the board as a Senior teacher representative.</p>	Board members to research finding someone in this field.
4.	NAPLAN Data 2016	<p>Sharmini welcomed Kylie Avery to the board meeting to familiarise the board with 2016 NAPLAN data.</p> <p>Reading: 2016 above like schools in year 3 and year 5 (an improvement from 2014).</p> <p>Writing: 2016 – performing above like schools in year 3 and year 5 (an improvement from 2014).</p> <p>Language Conventions: year 3 on par with like schools, year 5 above like schools. Punctuation and grammar is therefore a target area.</p> <p>Spelling: this has been an area of weakness however year 3 and year 5 are now on par with like schools.</p> <p>Numeracy: year 3 on par with like schools and year 5 above like schools in 2016 – an improvement from 2014.</p>	<p>Bec will email a copy of the NAPLAN data to the board.</p> <p>Jen F to do a presentation on T4W at the next board meeting.</p>

5.	10 Year Anniversary	BPPS was officially opened on 21 November 2008. A committee to be formed to work out a simple celebration; Sharmini, Nessa and Paula volunteered.	Bec to ask staff and P&C members if they would like to be on the 10 year anniversary committee.
6.	Board Training – Module 2 – pre reading attached	Bec presented Module Two of School Board Training – Foundations of an effective board (see handouts).	
7.	Board profile photos	Bec took photos of board members in attendance.	
8.	Board Training – Module 3 – pre reading attached	Bec presented Module Three of School Board Training – Business Planning (see handouts).	
9.	School Board self-assessment results 2016	Bec presented the results BPPS Board Self Assessment Survey – see analysis handout. Bec thanked Kelly Anderson for typing up results of the survey. The School Board discussed the school website and would like to see the design/layout updated in the same format and flow as our Business Plan and branding.	Board members encouraged to email Bec feedback with regard to school website. Ask Jen B at next board meeting how the budget can be compared to previous years.
10.	Summary of meeting and board reflection	Nessa congratulated Bec and Sharmini on a productive meeting. Bec commented on the nice tone of the board and the fact we are beginning to operate at a higher level. Sharmini commented on the excellent presentation by Kylie Avery on the NAPLAN data. Terry Healy would like to come to one of the board meetings to present what he can offer to the board. Sharmini suggested the next meeting on Monday 15th May – the board agreed. Paula explained the VIP program in the school that involves parents volunteering to come in and prepare resources for staff. Bec invited board members to our Harmony Day picnic this Thursday 23 March 12.45pm for picnic followed by open classrooms.	Sharmini to invite Terry Healy to the next board meeting.
		Meeting Closed at 9.10pm Next meeting will be Monday 15 th May.	