

NORTH PERTH PS SCHOOL COUNCIL MEETING MINUTES**Date: 4 May 2016, Meeting No. 3**

ATTENDEES: Kati Tonkin – Community Representative/Chairperson
 Victoria Bingham – Community Representative/Secretary
 Jane Forward – Parent Representative (joined the meeting at 6:15pm)
 Robyn Newman – Staff Representative
 Anna Taylor– Parent Representative
 Brad Girando –Parent Representative
 Andrew Streeton
 Sharon Downsborough
 Karen Lockyer - Principal

	Welcome and apologies	ACTIONS
1.1	Opening and welcome; <i>The meeting was opened by Kati Tonkin at 5:45pm.</i>	
1.2	Apologies:	
1.3	Confirmation of agenda <i>The Council confirmed the agenda.</i>	Confirmed
2.0	Disclosure of interest	
2.1	Nil disclosure.	Nil Disclosure
3.0	Minutes of previous meeting	
3.1	Kati presented to the Council the minutes of Meeting no.2, 2015 for approval. <i>The Council endorsed the minutes of Meeting no.2 as complete and accurate.</i> <i>Moved: Brad Seconded: Andrew</i>	Confirmed
3.2	Actions arising: I. Vision and Values Heather will be finalising the proposal this week, and Brad will follow up. II. IPS (Item 4) III. Homework (Item 5) IV. Undercover area Plans for the undercover area were tabled. The plans were ranked 3, 2, 1 in order of preference.	Ongoing
4.0	IPS	
4.1	Andrew and Kati attended the Development Day. The governance focus is very different to the last round where Vision and Values were the focus. We have 5 weeks to complete the School based task where we will assess our strengths and weaknesses. Engagement with the community is a key focus. We need to identify what information we need to share with the school community and how to gather information from the School community. The results from the self-audit were presented. The key areas for focus are: Succession plan – general discussion at meetings but nothing concrete, staggering of election Strategic development –increase the depth of involvement in the process and upskilling of members	Confirmed

	<p>Role statement interpretation has changed with regard to the role of the Board, with no change to the legislation.</p> <p>Strategy development and strategic planning were key areas that needed greater focus – resolution – to time set aside for strategic planning</p> <p><i>SC areas to improve</i></p> <ul style="list-style-type: none"> • Meeting in Term 4 to plan for the following year – looking at NAPLAN, on-entry assessment results, STEM, Uni-active results • Upskilling members on PL days and supported by the leadership team • To reflect the whole child we should be looking at a cross section of data <p>How to engage the School Community</p> <ul style="list-style-type: none"> • Kati to speak at P&C – role and responsibilities of School Council <p>Proposed focus questions for community survey:</p> <ul style="list-style-type: none"> • Do you see School Council as having a key role in your child’s education at NPPS? • What do you know about School Council? • How effective do think School Council is in driving the Strategic direction of the School? • What do you know about School Council? • Do you know what School Council does? • Can you name 3 things? • Do you think SC is effective? • How did you find out about School Council (visibility)? • Two way process of gathering and sharing information <p>Format - Pit stop chat and flyer</p> <p>IPS presentation will have a focus on governance (Charter, survey results, IPS, impact of IPS)</p> <p>SC will need to focus on expectation management around the impact of IPS</p> <p>Kati to write up questions and a script finalised by Monday, survey to be completed prior to Meeting no.4.</p>	
5.0	Homework Policy review	
5.1	<p>All teachers were surveyed at the end of Term 1. This week Andrew held a meeting with staff who wanted to have input into the policy. A draft policy was created and presented to SC for comment.</p> <p>The use of homework as a communication tool was discussed. The preference was for teachers to communicate what is happening in class, via class email.</p> <p>The policy will be presented to staff for endorsement.</p> <p>The policy and a summary of the data collected in the survey will be available on the website, once staff has met again.</p> <p>The School Council moved to endorse the Homework Grid</p> <p>Moved: Victoria Seconded: Robyn</p> <p>The School Council thanks staff for their input.</p>	Confirmed
6.0	School Improvement Plan 2015 - 2016	
6.1	<p>Literacy and Numeracy data was presented, including NAPLAN, My School and the NAPLAN analysis. The usefulness of the data analysis in planning was illustrated. The early years LDC data was presented informing the phonemic awareness program. The on-entry data was presented. The relationship between the early years’ data and later years was discussed. The focus on writing in the early years was discussed.</p>	Ongoing

7.0	Budget Update	
7.1	The budget comparative report was tabled. Spending in maths was discussed and how this aligned with strategic planning.	Ongoing
8.0	Correspondence	
	nil	
9.0	Next Meeting	
	4/2016 – Wednesday 18 May at 6pm Agenda Items: <ul style="list-style-type: none"> • Annual report by circular • IPS 	
10.0	Meeting close	
	The meeting was closed at 7:30pm The next meeting date will be Wednesday 18 May at 6pm.	

Signed _____

Date _____ -