

	iii) Business Plan (item 4)	
4.0	Business Plan	
4.1	<p>Discussion of updated draft (Attachment B) Andrew presented the updated draft of the Business Plan to the Board. Board members collaboratively reviewed the Introduction and Overview of Self-Assessment sections. It was discussed that:</p> <ul style="list-style-type: none"> - school funding is limited for the graphic design and publishing of the Business Plan document, however a parent may be able to volunteer their time and skills to undertake this task. - funds may be available for a review and refresh of the school brand in the future, and the person involved in the Business Plan design may be able to express an interest in undertaking this paid work. <p>unique to NPPS is the rich history spanning generations and placement in the heart of a growing and changing community, and this should be captured within the Introduction section.</p> <ul style="list-style-type: none"> - the Context section should specifically refer to factors affecting student achievement. - the School's Vision and Values could be included in the Plan, but not necessarily within the written section of the document. <p>ACTIONS</p> <ul style="list-style-type: none"> - Andrew to summarise the agreed changes to the Introduction and Self-Assessment sections and circulate prior to the next meeting. - The Context section will be further developed and a draft will be circulated by the administration team prior to the next meeting. - Sally will write a call for expression of interests from suitably qualified members of the school community who can support the development of the Business Plan document, and email to Andrew. - Jane and Sally will work together to develop the document structure and generic design, and present options to the Board at a future meeting. 	Ongoing
5.0	Agenda Mapping	
5.1	<p>Draft schedule of regular items of School Board business (Attachment C) Karen and Kati presented a draft schedule of regular items to the Board. Karen noted that information from the School's Self-Assessment Schedule document had been included within the Plan. It was discussed that:</p> <ul style="list-style-type: none"> - data linked to targets and milestones of the Business Plan would be tabled for discussion at meetings. - the National Opinion Survey data will be viewed at the first meeting in Term 2 (meeting 3). - the document should clearly differentiate between policies that are related to the School Board, and those that are not. - items not requiring discussion within meetings will be moved by email. <p>ACTION</p> <ul style="list-style-type: none"> - Kati to email Andrew a summary of changes to be made on the School website. 	Ongoing
6.0	School Board webpage and brochure	
6.1	<ul style="list-style-type: none"> - Update (Attachment D) <p>Board members provided feedback on the draft brochure.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> - Anna to action changes and forward to Jane, who will circulate prior to the next 	Ongoing

	<p>meeting.</p> <ul style="list-style-type: none"> - Jane and Sally will meet to discuss the brochure template in readiness for it to be developed, and sent out with the new family packs by Karen late in Term 3. 	
7.0	Correspondence	
	<p>Sonia Hills forwarded an email to Kati from Andrew Main regarding a report on traffic calming. Kati replied to Andrew, confirming the support of the Board for the traffic calming measures as outlined in his report, as noted within the Correspondence item of the Minutes for the meeting of 27th March 2017.</p>	CONFIRMED
8.0	Items by Circular	
	<p>The School Development Days for 2018 were confirmed by circular prior to the meeting.</p> <ul style="list-style-type: none"> - Monday 29th and Tuesday 30th January (prior to the commencement of Term 1) - Monday 30th April (first day of Term 2) - Monday 16th July (first day of Term 3; Mt Lawley Hub Annual Conference) - Monday 8th October (first day of Term 4) - Friday 14th December (last day of Term 4) <p>Board members unanimously approved of the proposed dates.</p>	CONFIRMED
9.0	Next meeting	
	<p>7/2017: Monday 5-6:30pm, Term 3, Week 5 - Monday 14th August 2017</p> <p>Agenda items:</p> <ul style="list-style-type: none"> * Agenda mapping * Brochure and webpage * Business Plan <p>To be approved by circular prior to the end of Term 3:</p> <ul style="list-style-type: none"> • 2018 Student Booklists • 2018 Contributions and Charges 	
10.0	Meeting close	
	<i>The meeting was closed at 6.44pm</i>	
Signed		Date 18 August 2017
		