



BLETCHLEY PARK PRIMARY SCHOOL
SCHOOL BOARD MEETING
MONDAY, 25th February, 2019
Minutes

Present: Sharmini Aru, Beatrice Bouska, Kylie Avery, Kelly Anderson, Sen Ooi, Kevin Porter, Damion Hill, Denis Coldham, Renae Ritchie, Paula Vardy, Keren Harding

Apologies: Peter Abetz, Alladean Chidukwani

TIME		Meeting No Meeting Location: Conference Room Meeting Chair: Sharmini	PURPOSE / ACTION:	WHO:
7.00pm	1.0	Welcome and apologies	Quorum confirmed. Apologies accepted and provided to the meeting by the Chair.	Sharmini
	2.0	Minutes of Previous Meeting		Sharmini
	2.1	Review of previous minutes	Minutes confirmed as true and accurate and resolved for Chair to sign as such. Endorsed by: Paula Vardy Seconded by: Renae Ritchie	Sharmini
	2.2	Actions arising	Parent Board Representative process required before next meeting	
	3.0	Agenda items		
	3.1	Principal's Report	<ul style="list-style-type: none"> Introduced herself and explained her credentials and vision for Bletchley Park Primary School Strong adherence to policy and students first Moved assemblies back to morning Introduction of Literacy Block in all classrooms first thing in the morning Busy first month of school Refining processes across school to meet needs of current clientele Staff meeting – this week On Entry testing in PP, some Yr 1 & Yr 2 underway – baseline data for evidence based intervention programs and targeted teaching practices Focus for new Business Plan – Mental Health of students and staff. Lia Long is co-ordinating this. 	Bea
	3.2	Staff Nomination	Kelly and Paula's tenures are up. Bea has requested nominations from rest of staff by Friday 1 st March.	Bea

	3.3	Parent Interviews 2019	29 th May – one group Kindy 11:30 – 4:30 30 th May – remaining K-6 11:30 – 5:30 (5:15 last appointment) Online booking timetable to be researched for 2020. Appointments for this year will be discussed at this week's Staff meeting.	Bea
	3.4	Leaver's Jackets	Same design as 2018 will be used for this year's jackets	Bea
	3.5	Finance Report	See attached	Keren
	3.6	Community Representative	Community member – one year term <ul style="list-style-type: none"> - Peter Abetz's contribution as our Community Representative was outlined. - Tarsha Willis (Occupational Therapist, business owner, Curtin University) has expressed an interest in joining the board as a community representative. Tarsha Willis was unanimously voted as BPPS Community Representative for 2019.	Sharmini
	3.7	Departing Representatives	Five current members' terms due for expiry in October 2019. Plan for staggered approach to elections will be researched and discussed at subsequent meetings	Sharmini
	3.8	Criminal History Check	Bea ran an inquiry and confirmed all Board members MUST have a Criminal History Check through the Screening Unit.	Bea
	3.9	Business Plan	Main Focus – Quality teaching and connected practice in Literacy and Numeracy and Health and Well-Being for students and staff With measurable outcomes and data driven decision making Kylie and Bea outlined and answered questions about the new Business Plan. Bletchley Park Primary School Business Plan 2019 – 2021 endorsed by School Board	Bea/Kylie
	3.10	Election of Board Chair	Sharmini re-elected as Board Chair	
	3.11	Agenda for Next Meeting		
	4.0	Meeting close: 8:30pm	Next meeting: 25 th March , 2019 (OPEN MEETING)	Sharmini

Chair Signature: _____

Sharmini Aru

Date: 25th March 2019

