Attendees:
Darryn Fry, Lynne Bates, Amanda McGovern, Mandy Ward, Christine Marston, Michelle Swanson, Kellie Gibson, Sarika Suri, Renee Montemayor, Bruce Williams, Carolyn Alexander, Nadine Popelier

Minutes taken by Sue Forman (Finances update)

<table>
<thead>
<tr>
<th>1.0</th>
<th>Welcome and Apologies</th>
<th>Actions</th>
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<tbody>
<tr>
<td>1.1</td>
<td>Opening and Welcome</td>
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<td></td>
<td>▪ The meeting was opened by Darryn at 7.00 pm.</td>
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<td></td>
<td>Lynne – introduction and history. Familiar with IPS, Looking at the big picture, best for students, very collaborative and wants to add to the school.</td>
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<td>1.2</td>
<td>Apologies</td>
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<td></td>
<td>Marie Burman,</td>
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<td>1.3</td>
<td>Confirmation of Agenda</td>
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<td>▪ The Board confirmed the Agenda.</td>
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<td></td>
<td>Moved: Renee  Seconded: Nadine</td>
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<tr>
<th>2.0</th>
<th>Disclosure of Interest</th>
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<tr>
<td>2.1</td>
<td>The Board noted that there were no real, perceived or potential conflicts of interest experienced by any member in relation to the items of the Meeting 10 August 2015 agenda.</td>
<td>Nil</td>
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<thead>
<tr>
<th>3.0</th>
<th>Minutes of Previous Meeting</th>
<th>Complete</th>
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<tr>
<td>3.1</td>
<td>Review of the previous meeting.</td>
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<td>▪ Minutes were presented to the Board for the meeting 8 June 2015 meeting for approval.</td>
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<td>▪ The Board endorsed the minutes of the previous meeting as complete and accurate.</td>
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<td></td>
<td>▪ Moved: Sarika  Seconded: Christine</td>
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<tr>
<td>3.2</td>
<td>Actions arising from Previous Minutes</td>
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<td></td>
<td>NIL</td>
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<tr>
<th>4.0</th>
<th>Correspondence</th>
<th>Complete</th>
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<tr>
<td>4.1</td>
<td>In: Nil  Out: Nil</td>
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<tr>
<th>5.0</th>
<th>General Business</th>
<th>Complete</th>
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<td>5.1</td>
<td>DES (Department of Education Services) Review schedule and planning for Semester 2 2015.</td>
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<td>Monday 29 February and Tuesday 1 March 2016, files of evidence and support required 4 weeks prior, therefore needs to be completed by the end of 2015.</td>
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<td>Achieve outcomes in the Delivery Performance Agreement and Business Plan 2 people over 2 days – to verify. We require data to support claims. Intensive process, Lynne confident of what needs to be presented.</td>
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<td>Working on in Executive Meetings, have proposal for collection, distributed</td>
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leadership model. Staff meeting unpacking ‘what we know and what we aren’t doing.
DES needs to be real to set us in a forward direction. Board to look at each of the
key focus areas – what is under or over developed / reviewing. Conversations to set
the future BP.
Next meeting - SWOT – Strengths, Weaknesses, Opportunities and Threats template
to be sent to board – how you think we are faring in the school. Don’t look too much
at the strategies think more of the aspirations and core meaning.
Each of the meetings for the remainder of this year addresses a key focus area.
Role – support student improvement across the school. Meetings may need to be
longer or more frequent. Board to be invited to the DES review, need to be familiar
with the BP and Annual Report.

5.2 School Board Election – look at the make-up and the tenure. Marie and Michelle
only for 2016, remainder can renominate for 2016. Maintain current board for the
DES review, and then change over. School Board Membership – open to election of
people who are elected for 2016 to observe the meetings in Term 4 so to be familiar
with process.
Vice Chairperson – required. Needs to be a smooth transition.
Darryn and Lynne to discuss make up and tenure, look at models from other schools.
2016 and beyond consider who and what they can bring. People to be in sub
committees or particular interest in portfolios – to look at in more detail and present to
the board.

Moved – Unanimous

DES Recommendations in 2012 - enhance the effectiveness of attracting people –
specialities. Coffee Chat with parents, Library session to be offered by Maria,
translation of the web into 3 or 4 languages – Bec Coslani looking into this.

5.3 NQS Audit Report – Moderation / Assessments – how well in the 7 Quality
Standards.
External verification – classrooms, process with Mandy and Paige.
Very impressed – recognised the amount of work and rigger that has been put into
the process.
• Educational Programmes, Student Health and Safety both met. Physical
  Environment – work to enhance indoor and outdoor play both equipment and
  quality of interaction between staff and students.
• Relationships with Children – maintaining a positive relationship
• Collaborative Partnerships – EALD families and further involve, support them
  – recognised across the school.
• Sustainability of Environment – need more direction across the school.
• Leadership and Service – policies and clear processes – met.
Next step – write a Quality Improvement plan and feed into the BP in the future.
Positive – ownership by Teachers and EAs passionate to move forward. Other core
schools have very different structures.
Timeframe – annual audit process, more maintenance.

Lynne thanked Mandy and the ECE team – comprehensive, reflecting and richness
of the programme. Targets are aspiration, schools is faring very well and very
impressive.

6.0 Reports and Operational Matters
### 6.1 Principal’s Report

**Business Plan Review** – Staff have commenced reviewing Key Focus Areas of the BP. Key Focus 4 – Quality Teaching. Each area to be reviewed by the end of this term. Summary to be provided to Board, and board to carry out a similar process.

Staff Meetings – meeting with all staff members, part of meeting what is working well and what we can do better. Staff are presenting real information. Clear threads of what is good and what we can do better. Staff are appreciating the opportunity.

**Student Leaders** - actively engaged BP – conversations can be insightful. Invite to the school board to observe and feedback to the board.

**Grounds Committee** - being established. Agenda to improve nature play and development to come from the panel. Approach parents who may show interest. Renee to represent the Board.

**Student Numbers 2016** - at this stage 776 approx. 150 less, down one class in PP – Yr 6. Reduction of number enrolled in Kindy – down 70, we are overflow for K, Piara Waters will accommodate theirs. Network to be vigilant on enrolments – Enrolment Officer at Bletchley Park PS for the network. Boundaries to stay and all Principals agree to be local intake schools.

**Fixed Term Teachers** - Lynne met today and explained facts.

**Facilities** - correspondence received 2 transportables being taken, unsure of timeline. LA28 & 29 school’s choice, enable more play area.

**Karen Duncan, Principal Heron Park** - onsite, good opportunity to help network and support her.

**WA Education Awards** – encouraged to take the time to nominate someone from this school – there are very hardworking and committed teachers at Campbell. Good to recognise their efforts. Through Darryn if you would like to nominate. Great opportunity.

The Board endorsed the Principals Report as complete and accurate and approved:

Moved: Carolyn   Seconded: Mandy

**Finances** – One Line Budget report provided, $134K is SFCM transferred $50000 into contingencies to establish and IPS – Salary Reserve for future and unexpected support required both teach and non-teach. $20000 in Casual to support the curriculum leaders – development of plan for 2016 and curriculum across the school. Looking at a fixed term deposit – 6 months so that cash is available for 2016 start of year until SCFM funding received. Development of Workforce Plan, Asset Replacement plan. The school needs to be very tight with planning to show that funds are allocated and required. Variances and unallocated need to be monitored.

Moved – Amanda   Seconded - Sarika

### 7.1 Other Business

**BOYD** – full report next meeting, Bec C and Yr 5 teacher to attend. Very successful this year, discussions to be held regarding 2016. Bec to survey students on their thoughts. Staff and students have been very committed and value for education. Strategic Plan to be written – rationale and plan.

### 8.0 Next Meeting
Our next meeting will be held on Monday 7 September 2015, 7.00pm in the Staffroom.

### 9.0 Action Required

- Acronyms – for the Board
- SWOT – Strengths, Weaknesses, Opportunities and Threats of templates sent.
- Lynne and Darryn discuss board 2016 – tenure and what it will look like.
- Student Leaders – attend the board
- WA Education Awards – nominations
- Trevor /Kellie to advise student leaders
- Darryn – Drop Box
- P&C and Board Minutes on the Web.
- Delivery Performance Agreement to be emailed.

### 10.0 Meeting Closed

The meeting was closed by Darryn at 8.20pm

The next meeting will be held on Monday 7 September 2015, 7.00pm.