

Meeting Date	7 November 2017	
Personnel Attending	Suzanne Hymers, Graham Hymers, Emma Marcussen, James Peletier, Janine Muir, Megan Turner, Jess Peletier, Matthew Marcussen, Kerry Bell, Marnie Hamilton, Jane Clark	
Agenda Items	Discussion Points	Actions/Decisions
Welcome & Apologies	Meeting opened by Emma Marcussen at 8.45am Apologies; Jeremy Brown, Cassie Bracknell, Adrianna Kostrz	
Minutes of Previous Meetings	Minutes of previous meeting were reviewed, approved and seconded by the members present.	Emma Marcussen
School Directions	<p>James acknowledged the hard work to P&C members present for the wonderful work they carried out during the recent Lakefest. 😊</p> <p>James asked school board to provide a letter of support to be attached to application for Funding for Chaplain</p> <p>Principal's Report – James highlighted the events happening in term 4. (See attached) Acknowledgement was given to the P&C for the work put into the recent Lakefest – thank you. A thank you morning tea will be held on Wednesday, 6 December Kindy and Pre-Primary carnivals were a great success and there was a good parent turnout. Kindy information session to be held on 29 November 2017. P&C Disco organised for 1 December 2017. Graduation – Friday 8 December 2017 – Mandurah Baptist College Reports home 12 December 2017 Christmas Assembly 13 December 2017.</p> <p>Staffing – Ongoing for Teaching – Jim Bell's contract has been extended for another six months at Central Office. James still waiting to hear from Regional Office regarding contract for same period. 2018 staffing structure still being finalised. Business plan review – copy attached P&C funds – looking at PA system, lawns regeneration, ongoing cyber-safety workdays.</p>	<p>Emma Marcussen</p> <p>Emma Marcussen to provide on behalf of School Board</p> <p>James Peletier</p>
School Performance	NAPLAN – Marnie Hamilton presented NAPLAN results Year 3 – Pleasing result. We are above like schools and are continuing our upward trend. Stable cohort results are good. These are the students that have been with us from the beginning. Shows what we are doing is working.	Marnie Hamilton

	<p>Year 5 – There is still some work to do with a continued downward trend. Data demonstrates some high achievers in Year 3 drop when they reach year 5. Staff exploring factors that may contribute and addressing ways to improve – consistent teaching practices and scope and sequence, increase love of reading in upper years, reduction of split classes, strategies to address impact of social issues, ensuring students set goals and understand what they have to achieve.</p> <p>Focus area from data: Reading: with inferring, locating information when reading Maths: problem solving, answering multi step questions and reasoning in word problems – across all maths strands Writing: spelling, sentence structure, punctuation and grammar, audience</p> <p><u>Term 4 Focus</u> Staff addressing weaknesses this term, case managed students have been chosen and plans in place for improvement, Booster teacher employed 3 days a week working with Year 4 students on reading and maths. Brightpaths – tracking writing K-6 RUCSAC Problem Solving and Numeracy – improve problem solving and reasoning Informal Prose – tracking reading skills and comprehension Year 3-6 (Oxford Assess already in place for PP-Year3)</p> <p><u>Improvements for 2018</u> Refine Case Management process Scope and sequences – ensure consistent practices across school 10 Elements of Writing linked to NAPLAN Marking Guide Classroom Observations – identifying high leverage practices that support greater consistency of teacher practice and improved student learning.</p>	
<p>Financial Matters</p>	<p>Finance – Comparative budget report presented – all class spending has now finished Credit card spending will stop Friday 24 December as no purchase to be on December Statement. Booklists – Officemax will be preferred supplier after quotes received from West State Supplies and Officeworks Voluntary Contributions and Charges for 2018 – presented and approved. Draft budgets are in process for 2018. Jane and Kerry attending End of school year Professional Development on 27 November</p>	<p>Jane Clark/Kerry Bell</p>
<p>General Business</p>	<p>Proposed that Social Safety Day/Evening be held yearly (need to be included in 2018 budget) Megan was a panel member for the new Lakelands High School as a Community Rep. She announced that Kyra Groves was awarded the Principal position. Megan Turner resigned from the board as of today's date. The Board are sorry to see her leave and Emma Marcussen thanked Megan for all her work over the years. Thanks Megan 😊 James also acknowledged Kerry Bell's stepping into the MCS role recently and keeping the Admin office running smoothly, thanks Kerry 😊</p>	<p>Jane Clark/James Peletier Megan Megan Turner</p>

Next Meeting	Term 1 Week 4, Tuesday 20 February 2017 at 8.45am			
Signature	Board Chair			EMARCSEN
		7 November 2017		