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| **Subject:** | **Leeming ESC School Board Meeting** |
| Time: | 1:00pm – 3:00pm |
| Date: | Monday 3rd May 2021 |
| Location: | Conference Room |
| Chair: | Digby Claydon |
| Apologies: | Keran Davies (LSL) K Houghton, T. Matulich, D. Barker |
| Attendees: | E Riley, C Houden, Joss Morgan, B McCarthy, D Claydon, F Robb |

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| **Item and summary discussion** | **Action** |
| **Welcome**  Meeting opened at 1:00pm. See list of attendees and apologies above  Previous minutes read and accepted by Board. |  |
| **Acknowledgements**   * Vangi and Dylan - work they did end Term 2 with the teachers on ‘well-being’. * Yolande – has been appointed by the Education Support South Network (ESSN) as an ESSN representative. This is a 0.2 position * Ange - ANZAC Day commemoration/assembly. A lot of work went into this planning. Was meant to be a whole school and main school event but due to COVID restrictions was down scaled. |  |
| **Community Report:**   * Report from Vangi – lots of donations have been coming in -particularly uniforms. Blankets have been donated – these are great for camps * Vangi visited Foodbank last week – some of this food will be used for camps. Fresh Food Truck still visits once a week. * Donations needed: cheese, muesli bars, crackers, margarine | * Digby to put in newsletter donations required * Fran to place on parent Facebook donations required |
| **Annual Report:**   * All Board members have had the opportunity to review and comment on the Report * Final update will be sent to the publisher. Annual report aligns with Business Plan * Feedback is that it would be interesting to see comparative growth of staff as well as students over the years. * Board acknowledge and ratify the Annual Report | Will go to publisher after today. |
| **Community Representative:**   * Joss presented ideas for finding a community representative that may fit our Board profile.   Looking forward we will need to replace board members. Could do this by: Placing ads in linked in or presenting information in school newsletter. Needs to link into School Business Plan and source people with a skill set to build on strategic plan. Discussion around getting new board members. Could approach: Melville CityCouncil  Yaz  Bull Creek Lions Club  Rotary  Article in local paper  With regard to staffing - there is a lot of knowledge in school – How could we get this knowledge into community? E.g. Last meeting we had a talk on maths - as a board could strategically look at ways of helping staff overcome issues identified. |  |
| **Incident Management Plan**   * Vojin and Kerryn. Vojin went through Incident Management Plan that has been developed in school |  |
| **4.1 / 4.3 Positive School Culture – Management of Actual or Potential Aggression (MAPA)**   * Kerryn presented.   Leeming ESC staff participated in MAPA training 19th April SDD Term 2. Kerryn went through what staff training looked like and what MAPA is.   * Suggested that some of the tips from MAPA could be incorporated in parent meetings. | Kerryn to investigate and see if any resources are suitable for parents |
| **Parent Facebook and Family Networking event**   * Fran reported Facebook page slowing gaining momentum. Currently up to 43 members. There is a need to keep the updates/conversation coming/moving. Fran would like to see a community event. Need funds for this. Could charge people for this. Many years ago Leeming ESC had a parent day at Point Walter for students and family. This ceased when school numbers increased. Suggestion this could be a middle school event. | Fran will speak to BankWest, Rotary, LotteryWest, Carers WA, re: funding for a family event. |
| **Capital and Minor Works**  Evelyn reported that   * During holidays: had octagonal area in garden completed, parent pick up shelter completed, and ESC 17 has a new verandah. * New blinds going up in office $684 * New door and window for therapy office * Full refurbishment for staff study * Looking at contract gardening to maintain ESC garden * Power upgrade - no update * Also looking at wheelchair accessibility on school buses - $46100 to convert big bus. Will convert small bus from a 12 seater to a 10 seater. |  |
| **Business Plan Presentation**  **2.1 Purposeful Curriculum / 5.1 Building Community Connections**   * Ange –ANZAC Day commemoration and assembly. Ange showed video of ANZAC commemorative assembly 2021 and explained how it fits in with curriculum. Each year each class is encouraged to participate with theme. 2021 theme is “How do you commemorate”. Leeming ESC has won prize money in past - in 2020 won $2000. Ange’s class also does a fundraiser - this year donated to ANZAC House. * Vojin – discussed community connections with the Bush Rangers programme. * Conservation Volunteers Australia - LESC has a partnership with CVA. * 6 classes will do tree planting at Bickley Brook * Leadership camp booked for term 4 - Bridgetown. Selected students will attend. * Other community connections: Creek, SERCUL, Commenced recycling program through Scouts WA. School collects cans and have to date earnt $150 Evelyn explained Bush Ranger funding for camps. Bush Rangers subsidises all the class camps. |  |
| **Finance**  Budget Revisions: Reported no adjustments |  |
| **New Staff Induction Manual and Integrated Curriculum Manual**  Evelyn updated on this document being developed at school. School would like to create a published publication. This is a work in progress |  |
| **Meeting Closed: 3:00pm** |  |
| **Next Meeting: Monday 14th June 2021 1:00pm – 3:00pm** |  |

**Role Name Signature Date**

Chair D Claydon

Principal K Davies

Teacher Reps E Riley

C Houden

Parent Reps J Morgan

K Houghton \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

F Robb ­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

B McCarthy

Community Reps D Barker \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

T Matulich \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_