BOORAGOON PRIMARY SCHOOL

Proudly an Independent Public School

School Board Meeting Agenda

Date	Tuesday Week 6 Term 1 2025 11 March	**Time**	6:00pm
Present	Susan Hall (SH), Chris John (CJ), Sharne Elsbury (SE), Lenka Del Rosso (LDR), Carl Engel (CE), Emma Bax (EB), Joe Novak (JN), Fatima Ramirez (FR), Neroli Burge (NB), Paul Murphy (PM)		
Apologies	Rebecca Hass (RH), Sam Lim (SL)		

Item	Who	Details	Actions
1 – Welcome and apologies	SH	New members SE and NB, introductions	• Introductions made by each board member around the table.
2 – Conflicts of interests	SH		• None reported
3 – Minutes of previous meeting 26 Nov 24	SH	Business arising • Any potential community members? • - Changes to Board process – Julie Green and minutes	• Glynis Barber – City of Melville councillor – BPS school board agreed to having Glynis join board as community rep. • CJ will email Glynis to extend invitation to join Term 2. • CJ and SH to set up agenda for each meeting – more streamlined process. • SE will take minutes at each meeting.
4 – Election of 2025 Board Chair	SH/CJ	• Call for nominations, secret ballot required in the event of multiple nominations.	• SH nominated by board members • SH accepted nomination and elected Board Chair.
5 – Terms of Reference and talking points	SH	• Terms of Reference (ToR) review • Key Board functions detailed in ToR	• SH highlighted TOR points of interest. • SH and CJ tabled P&C representative option for BPS – members agreed P&C rep not necessary now. • Decision TBC to host open meeting Week 3 Term 2. • SH highlighted key board functions as being strategical advisory role and not school management role.
6 – Principal Update	CJ	• Student numbers	• CJ advised slight drop in student numbers – 9 students left at beginning of the year. • CJ Introduced new staff - SE – role and experience as technology coach, Mary Grant –

		• Budget forecast • Staff movements • Transportable classroom T3	Year 2 classes. • Retirements - Megan Casas retirement and Celeste Dos Santos – end of Term 1. • 0.6 FTE music teacher role advertised – closes on 14th March. Panel consists of CJ, Janette Hamil Drama teacher and Kellie Foote (DP). • Transportable classroom – installed by Term 3 TBC next to kitchen garden. Japanese classes to be held in transportable in Sem 2 2025. 2026 classes to be confirmed.
7 – School Self-Assessment	All	Use National School Improvement Tool and current Business Plan to assess current school performance in community relationships aspect.	• CJ explained NSIT tool to board: • Ultimate goal for BPS to be outstanding. • Parent view to see where we are at – things missing, things to be celebrated. • Board highlighted and evaluated current position of school in Domain 9 of NSIT tool. Board members collaborated and shared group evaluations of NSIT Domain 9: • Provided examples - successful partnerships across school community. • Gaps noted in monitoring and evaluation component. • Roles and responsibilities – transparency of communicating these to whole community needs improvement. • High components as achieved – mutually beneficial partnerships, family considered as integral members, evidence that partnerships being implemented. • Contribution lacking with students giving back to local community. E.g. environmentally and sustainability focused projects. Focus for improvement from Domain 9: • Transparency of sharing partnerships and relationships with school community a focus to improve on. • Communication is key – business partnerships eg acknowledge on website. • Website development - CJ informed board new website in plans for this year. • Use comparison to like schools to see where BPS fits – talking to like schools to gain more understanding and engagement ideas.
8 – Other business	All	• Leavers shirts/jackets	• CE queried if school leaver shirts/jackets need to be approved by school board. • CJ confirmed this does not need school board approval as it not considered school uniform in uniform guidelines. CJ explained board could include it as school uniform. • Megan acknowledged by PM for her efforts in supporting Murdoch University volunteers

		• Megan Casas – retirement • Booklist Sunscreen – bags • School Swimming Carnival Participation CE • School parent volunteer participation CE	program during her time at BPS. • Bag sunscreen is working for Years 1 to 6 student on booklist. • K/PP students not ideal for bag sunscreen use. Will need to reconsider for 2026 booklist. E.g. school supplied sunscreen for K/PP students. • CJ – staff will support and encourage Year 5 boys participation. For 2026. • Recruitment by CE to encourage more dads to volunteer for school events through Dads group.
9 – Next meeting and future agenda	SH/CJ	• Week 3 Term 2 – Budget noting, annual report • Week 8 (?) Term 2 – NAPLAN review	• NSIT – focus for Week 3 Term 2 – Domain 4 – Targeting School Resources

Signed (Board Chair): _____ Date: _____