



Bramfield Park Primary School Board Meeting 16 May 2023 Opened 5.00pm

ATTENDEES: Tresna Gale, Amber Haydon, Richard Minol, Sal Cleveray, Rusty Snook, Ainsley Marr, Sharif Shoeb, Pauline Abbott, Annita Wenban and Jayne Murray

APOLOGIES: Sheree Sneddon, Simone Gibbens and Valerie Trapp (EO)

Agenda Item	Discussion	Actions
Acknowledgement to Country Noongar season	Jayne gave the Acknowledgement to Country and shared information about the current Noongar season of Djeran.	
Apologies and Welcome	Amber advised the apologies and welcomed all members to the meeting, especially our newest community member, Ainsley Marr. Ainsley is a Year 10 Advisory Teacher at Yule Brook College.	
Accept previous minutes	Richard accepted the previous meeting minutes, seconded by Sal.	
Business Arising from Previous Meetings	School Governance Module 4: Process, Procedures and Culture Checklist. Members completed the checklist and discussed any areas we are working into our systems and routines including which policies fall within the Board's powers and functions, leading consultation with the community, and sharing of information. Code of Conduct: Code of Conduct was shared with and signed by all Board Members. Induction: new Board member.	Email induction information to Ainsley.
School Closure for Reporting Interviews	Jayne requested Board support to close the school for half a day for the purpose of Reporting to Parent Interviews on Tuesday 27 June 2023. This request is in line with the Configuration of the School Day policy and approval from Director of Education. We have been holding parent interviews for Semester 1 reporting since 2015 and always meet face to face with approximately 90% of our parents.	Board approved school closure request to Director of Education.
Statement of Expectation	The Statement of Expectation makes clear and public the expectations and responsibilities of schools and the Department in student achievement and progress. The statement provides our school board with clear expectations in relation to the implementation of Building on strength and our strategic directions.	The Statement was signed by our Board Chair, noted, and acknowledged on behalf of the Board.
Good Governance	Board members worked through Module 5 – Monitoring Performance. Information was presented on understanding school performance, the role of the Board in school review and school reporting and monitoring financial performance in terms of school funding governance and understanding financial reports.	

