



## Bramfield Park Primary School Board Meeting 21 February 2023 Opened 5.00pm

ATTENDEES: Tresna Gale, Sheree Sneddon, Amber Haydon, Michelle Castle (EO) Richard Minol, Sal Cleveray, Valerie Trapp (EO), Sharif Shoeb, Pauline Abbott, Rebecca Viner (EO), Rusty Snook and Simone Gibbens

APOLOGIES: Annita Wenban, Jayne Murray

Agenda Item	Discussion	Actions
Acknowledgement to Country	Rebecca welcomed everyone to the first meeting of the year and gave the Acknowledgement to Country. She then discussed the current Nyoongar season, Bunuru. Bunura is the hottest time of year with little or no rain. Hot easterly winds continue with a cooling sea breeze particularly near the coast. Therefore, traditionally this was and still is, a great time for living and fishing by the coast, rivers and estuaries. Because of this, freshwater foods and seafood made up major parts of the diet during this time of year. Bunuru is also the time of white flowers with lots of flowering gums in full bloom, including Jarrah, Marri and Ghost Gums. Another flower that is hard to go past is the female Zamia being much larger than the male with huge cones emerge from the centre of plant with masses of cotton wool like substance. As the hot weather continues the seed on the cones change from green to bright red, enticing animals particularly the emu, who will eat the toxic fleshy outer.	
Apologies	Amber advised the apologies for this meeting.	
Accept previous minutes	Tresna accepted the previous meeting minutes, seconded by Sheree.	
New Board Member	Amber welcomed Simone as our new parent Board member and welcomed her to the meeting.	Valerie to order badge
Chairperson Appointment	Amber asked the Board if anyone was interested in being the Chairperson. She then advised she was happy to continue in the role which was accepted unanimously by the Board members.	
Terms of Reference	The Terms of Reference, which were included in the emails to all Board members, were tabled and the following points noted:  Criminal screening to be completed every year but is free of charge. Qualifications for Board membership. Purpose and function of the Board. 12 to 15 members on a Board, made up of 3 staff members, 5 parents, 3-5 general members. Quorum of the board will be 66% or 8 members, for it to be called a meeting. Minimum of 4 meetings per year. Jayne and Chairperson to sign the Terms of Reference 2023.	
Mandatory Aboriginal and Torres Strait Islander Cultural Awareness Training	The Board watched the first 3 sections of the video and answered the quiz questions and end of the 3 pillars. We covered the Education, History and Family pillars. The remaining sections will be completed at the next Board meeting.	

Business Plan	Michelle spoke about our current Business plan and advised a new one would be written at the end of this year. She addressed some of our achievements against the targets the current plan includes. A query was raised about Brightpath, which is an assessment tool provided by the Department of Education to assess writing skills. It allows teachers to assist student needs. Intervention was highlighted in our results from 2022 and that will be picked up again when our teacher returns to school after some extended leave.	See attached
Grade Allocations Semester 2, 2022	There are a noticeable number of ungraded students across all areas. Some reasons may include the return of overseas visits for families, new students to the school, attendance and visiting specialist appointments in the afternoon.	See attached
2022 Graduating Students	A larger group of students are going to Yule Brook College in 2023, possibly due to lack of public transport to other schools and that it is now encompasses Year 11 and 12. Simone's son is at Darling Range and it takes over an hour to travel to and from school, with bus changes.	See attached
Finance	Valerie tabled the draft comparative budget and explained the income and expenditure groups, the process of cost centre budget allocation and reserve plans. Sal approved the budget and Simone seconded. Finance committee has already accepted the budget, so it may now be fixed.	
Community Members	Amber advised the school still needs another community Board member. Suggestions include council members, youth group leaders, community policing, Communicare, Rotary, Wanslea and Anglicare.	
Meeting Dates	The following are the proposed dates for this year's meetings: 28 <sup>th</sup> March, 16 <sup>th</sup> May, 13 <sup>th</sup> June, 8 <sup>th</sup> August, 5 <sup>th</sup> September, 24 <sup>th</sup> October and 21 <sup>st</sup> November.	
Meeting Ended: 6:40pm Minutes Accepted:		
Next Meeting: 28 <sup>th</sup> March 2023 Date: 21 <sup>st</sup> February 2023		