

Pigeon Mountain Primary School
Board of Trustees

Minutes of Meeting Held on 16 June 2009

1. Present: Cameron Astill, Craig Clark, Danie Jacobs, Judy hand, Merv Hotter (Acting Chair), Ginty Bigwood

2. Apologies: Gerard Keenan

3. Visitors: Tracy Leader, Ella Dunne, Linda Lowden, Michelle Russell

4. Declarations of Interest:
None

5. Minutes from the Previous Meeting

MOVED: The minutes from the meeting held on 20th May 2009 are accepted

RESOLVED: Clark / Jacobs

6. Correspondence: The correspondence to and from the school was noted.

7. Under Action:

Board Calender: It was agreed that the Policy review calender would be extended to include other Board activities.

Action: G Keenan

Board Elections, 2010: It was noted that the Board of Trustee elections are due in 2010. G Keenan to develop a strategy to increase the level of awareness for the elections.

Action: G Keenan

The property sub committee has been requested to review the Property Management policy.

Action: D Pinker

The Board requested a proposal on options and opportunities for increasing the reading achievement of the students. This will be discussed at the parents evening next Tuesday the 23rd June

Action: L Lowden

It was agreed that the Health and Safety sub committee would be convened to review the Emergency Action Guide.

Action: C Clark / M Hotter

Closed Actions

G Bigwood undertook to prepare a report on the trends from the first and second term bully surveys. This was included in the Principals Operational Report

Action: G Bigwood

Curriculum

8. Student Achievement and Curriculum Presentation

T Leader talked about the two day conference that her and Linda attended about the Education Monitoring Project.

G Bigwood discussed the new National Standards that will come into affect in 2010

9. New Curriculum

T Leader talked to the results of the Personal Safety at Pigeon Mountain survey. Tracy has also started student focus groups with 12 children in years 4 to 6.

Michelle Russell talked about the new CARE Kids initiative that has been started at school.

Reports

10. Principals Operational Report

G Bigwood tabled the Operational report.

MOVED: That the board supports two teachers applications for study leave in 2010 (one for 16 weeks and one for 32 weeks)

RESOLVED: Bigwood / Pinker on the condition that a LTR is appointed for the full school year to cover for the teacher taking 32 weeks leave. The Board will cover the cost of the extra 8 weeks.

MOVED: That the Principals Operational Report for June is accepted.

RESOLVED: Astill/ Clark

11. Finance Report

J Hand tabled the Financial Reports for May 2009

MOVED: That the Financial Reports for May 2009 are accepted and accounts for May be approved and passed for payment.

RESOLVED: Hand / Clark

12. Property Report

D Pinker provided a verbal update on the preparation of the 5YA and use of the current funds. The Board gave approval for it to be accepted. Judy will review the financial implications. **Action J Hand**

MOVED: That the Property Report for June is accepted.

RESOLVED: Hand / Hotter

13. ICT Project Update

L Lowden gave a verbal update on the progress of the committee.

14. Policy Committee Update

C Astill gave a verbal update on the progress of the committee.

Board Focus

14. Customer Service

G Bigwood discussed the progress of the parent survey.

15 Board Elections – 2010

No report this month

General Business

C Clark and G Bigwood will attend a seminar on Managing Complaints are report back to the board next meeting.

In respect of the request from Bucklands Beach Primary to set an enrolment zone, the board agreed to wait for a request in writing.

It was agreed that we needed more timelines. G Keenan to arrange

Action G Keenan

Meeting closed 8:40 pm

Upcoming Board Meetings

29 th July	Resource Room
19 th August	Room 12, Area D
16 th September	Room 8, Area C
21 October	Room 5, Area B
18 th November	Room 1, Area A

Sub Committee Chair's

Finance	J Hand
Property	D Pinker
Policy	C Astill

PTA Roster

May	M Hotter
June	C Clark
July	C Astill
August	D Jacobs
September	J Hand
October	Y He
November	G Keenan
December	D Pinker