



Floreat Park Primary School Board

SCHOOL BOARD MEETING –MINUTES

Date: Tuesday 23 November 2021

Venue: School Library

Time: 5.00pm

Attend: Emma King (Chair), Su Wu (Secretary), Kim Batina (parent member), Tracey Daly (parent member), Santosh Valvi (parent member), Jane Rowlands (Principal), Gemma Cronan (staff member), Owen Linehan (staff member), Penelope Hickman (staff member), Claire Shoebridge (P&C Representative Co-Opted Member)

Apologies: Mark Walters, Andrew Angel

Observers: Matthew Wright

Key items and highlights

- Endorsed
 - School development days for 2022
 - Personal items list 2022
 - Attendance Policy
 - Provisional budget
 - Contributions and Charges list
 - School Licenses
- Successfully completed School Review. The Board congratulates the School on an excellent result and thanks teachers, parents and student council for participating in the review.
- Achieved NAPLAN target of maintaining performance above like school except for spelling, which was at like schools.
- Positive results from Parent, Board and Staff surveys. Identified areas of improvement.
- The Board thanks Kim Batina for her contribution to the school over the years.

TIME	ITEM	ACTION	WHO
5.03pm	<p>Welcome and Governance</p> <p>Meeting opened at 5.03pm. Refer to list of attendees and apologies above.</p> <p>SW conflict with approval of school licenses. No other conflicts tabled.</p> <p>KB confirmed and accepted agenda, GC seconded.</p>		

	<p>Minutes from 17 August 2021 meeting were approved by AA and seconded by SV.</p> <p>Endorsements via email prior to meeting</p> <ul style="list-style-type: none"> • School Development Days for 2022 as Tuesday 7 June, Friday 26 August and Friday 11 November 2022 • Personal Items lists for 2022 • Attendance Policy 		
5.05pm	<p>School Review Update</p> <ul style="list-style-type: none"> • Very good feedback from reviewers including, <ul style="list-style-type: none"> ○ Comprehensive review documents ○ Parents and teachers were very well informed ○ Strength of the staff ○ Impressed with technology implementation ○ Strong leadership, strategic, sophisticated, clear vision and distributed throughout the school ○ More middle level leaders in the school over the last 5 years, and could see that through the school. ○ Strength of PLC's ○ Learning environment setup, student services • School has recommended the next review to be in 3 years time 		
5:10pm	<p>Principals Report <i>Documents tabled (prior to meeting):</i></p> <p>1. <i>Principal's Report.pdf</i></p> <ul style="list-style-type: none"> • Enrolments for next year: 16 leaving • 4/5 split class 		
5.37pm	<p>Finance Management <i>Documents tabled (prior to meeting):</i></p> <p>2. <i>2021 Draft Budget For Comparison.pdf</i> 3. <i>2022 Draft Budget.pdf</i> 4. <i>2022 Voluntary Contributions and Charges K-6.xls</i> 5. <i>Collection Rates Vol Cons 2020.xlsm</i> 6. <i>Collection Rates Vol Cons 2021.xlsm</i> 7. <i>Copy of Preliminary+cash+budget+autoload+toll+v2.0+July+2020.XLSM</i> 8. <i>Finance Report November.pdf</i></p> <ul style="list-style-type: none"> • Big cohort in year 3 will change budget due to the amount per student drops in year 4. • Voluntary contributions down by 5% • Budget <ul style="list-style-type: none"> ○ Science govt grant to build an outdoor lab 	<p>Approve provisional budget</p> <p>Approved Contributions and Charges list</p> <p>Licenses approved</p> <p>Review budget as per comments</p>	JR
6.00pm	<p>Business Plan <i>Documents tabled (prior to meeting):</i></p> <p>9. <i>Focus areas 2022.pdf</i> 10. <i>Gantt Chart 2020-2022 April 2021 Board meeting 23 Nov.xls</i></p> <ul style="list-style-type: none"> • Inclusion: cultural, gender • Feedback for whole school based on research and best practice • Technology program • EALD programs refining • Improve data literacy 		

	<ul style="list-style-type: none"> • Social and emotional learning program 		
6.10pm	<p>Data Review <u>Documents tabled (prior to meeting):</u> 11. NAPLAN 2021.pdf 12. ICAS 2021 Data Review F.pptx 13. Achievement Target Performance 2021 Y3-5.pdf 14. 11-Parent Opinion Survey.pdf 15. 03 – Staff Survey analysis and recommendations.pdf 16. Board Survey 021 – SUMMARY.docx 17. School Board Self Reflection Term 3 2021 – RAW DATA.xlsx</p> <ul style="list-style-type: none"> • Staff survey <ul style="list-style-type: none"> ○ Collaborative, communication ○ Feedback consistent approach • Board survey <ul style="list-style-type: none"> ○ Positive result, strongly agree/agree ○ Open discussion ○ How to bring an issue to the board ○ Bringing research to the board ○ Questions on notice – parents can give a question to a board member. 2 weeks before meeting, maybe combined with P&C. Suggest setting up a form • NAPLAN <ul style="list-style-type: none"> ○ Achieved all areas except for spelling • Phonics <ul style="list-style-type: none"> ○ Change to Floreat phonics ○ More group based, early learning based ○ Parents can support children at home. ○ Phase 2 soundwaves review ○ Matches early learning teaching methods • ICAS <ul style="list-style-type: none"> ○ Reduce the number of assessments to English, science, maths, writing • Parent survey <ul style="list-style-type: none"> ○ Good response rate ○ Not much difference from previous year ○ Increase in my child’s needs are being met ○ Improved communications ○ Improved sense of community ○ Few comments on the technology program ○ Even better if: inclusiveness 	<p>Publish one page summary of parent survey on Connect – one page summary, send graph with key themes and recommendation. Link recommendations to business plan</p>	JR
7.15pm	<p>Future Technology at FPPS <u>Documents tabled (prior to meeting):</u> 18. 1-1 Ordering Status.pdf 19. Pilot Classes update to Board.pdf</p> <ul style="list-style-type: none"> • FAQ session for parents last week <ul style="list-style-type: none"> ○ 18 parents ○ Parent questions focussed on apps, and management of iPad’s • Logistics - educate IT providing support with jamf <ul style="list-style-type: none"> ○ 150 orders, cross check with parents 		

	<ul style="list-style-type: none"> ○ BYOD need to come into setup before term starts ○ 30 minutes per device <ul style="list-style-type: none"> • Created a roadmap and will show what the school and parents will need to do. Shared with parents this term • Communications about insurance and how to setup ipad 		
7.30pm	<p>P&C Reports & Financials <u>Documents tabled (prior to meeting):</u> 20. P&C Event – draft 212208.pdf 21. School Board P&C Report 211114.pdf</p> <ul style="list-style-type: none"> • Chandler crossing communication • Budget looking good • Looking for someone to Project manage nature play • 		
7.40pm	<p>Policy Updates <u>Documents tabled (prior to meeting):</u> 22. Anaphylaxis Policy SV 10-11-21.docx 23. FPPS Student healthcare Policy SV 16-08-21.docx</p> <ul style="list-style-type: none"> • Setup meeting with parent, canteen, school and SV to discuss what can be done. • Healthcare policy: add what the school can do with regards to first aid • Add a general statement about following department policies • JR to update community sporting groups advertising guidelines 	MW action	
7.55pm	<p>New Business and Parking Lot</p> <ul style="list-style-type: none"> • Dates for 2022 • School grounds workshop convening next year term 1 		
7.58pm	<p>Meeting Close</p>		
	<p>2022 Meeting Dates</p> <p>Term 1 Tuesday, 1 March, 5pm</p> <p>Term 2 Tuesday, 24 May, 5pm</p> <p>Term 3 Tuesday, 16 August, 5pm</p> <p>Term 4 (open) Tuesday, 29 November, 5pm</p>		
	<p>Dates to note</p> <p>9 Dec – Graduation</p>		

BOARD CHAIRPERSON MINUTES CONFIRMATION

[Handwritten signature]

01 March 2022

SIGNED CHAIR

DATE