



SCHOOL BOARD MEETING MINUTES (OPEN MEETING)

Date: Monday 4th November 2024

Venue: Staffroom

Time: 5.00pm

Invited: Jane Caforio (JC) (Chair), Michelle Pedlow (MP) (Deputy Chair), Jane Rowlands (JR) (Principal), Matthew Wright (MW) (Deputy Principal), Jemima Salisbury (JS) (staff member), Kim Powell (KP) (staff member), Owen Linehan (OL) (staff member), Rebecca Hunt (RH) (P&C Representative Co-Opted Member), Marcus Dabner (MD) (parent member), Sarah Lambert (SL) (parent member), Kerrie Chapman (KC) (parent member), Alice Mills (AM) (parent member), Amelia Tuck (AT) (MCS / Board Secretary)

Apologies: Matthew Wright (MW), Rebecca Hunt (RH), Sarah Lambert (SL)

Observer: Mark Walters (MWa) (Deputy Principal)

TIME	ITEM	PURPOSE	LED BY
5.00pm (5 mins)	Welcome <ul style="list-style-type: none"> Acknowledgement of Country Apologies Endorsement of previous minutes <ul style="list-style-type: none"> MP passed; KC seconded. Review of action items. Agenda confirmation Conflicts of interest <ul style="list-style-type: none"> No conflicts of interest. 		JC
5:05pm (15 mins)	Principal's Report <ul style="list-style-type: none"> Read prior to meeting (in Dropbox) <ul style="list-style-type: none"> 2025 Student Enrolment Data discussed. <ul style="list-style-type: none"> Class structure disclosed. Reporting to Parents <ul style="list-style-type: none"> Learning Journey success & data provided. Student grading potential changes advised. Communications to go to community closer to reporting period. Discussion held with feedback & clarification. Basketball Courts <ul style="list-style-type: none"> Update on funding. 2025 procurement plans discussed. Year 6 <ul style="list-style-type: none"> Discussion on handling online issues / challenges that arise. Discussion of the success on BYOD program (across year groups). Feedback positive on school's responsiveness. Forum Development <ul style="list-style-type: none"> Submission provided by school and DoE. JC – board submission made, and thanks provided to all involved. Traffic Concerns <ul style="list-style-type: none"> Ranger frequency increased. Room for development in this space. No turning sign success discussed. 	For discussion	JR



SCHOOL BOARD MEETING MINUTES (OPEN MEETING)

	<ul style="list-style-type: none"> Action item – JR to raise the recent tragic incidents in Victoria as reminder to community in next Principal's notice. 		
5.20pm (10 mins)	Financials <ul style="list-style-type: none"> Read prior to meeting (in Dropbox) <ul style="list-style-type: none"> MCS Update Success in wrapping up most expenditure end of Term 3 JR and AT working through current rollover figure. School charges update on return. Feedback – text system working well for returns. Action item – AT to provide voluntary return figure for next meeting. 	For noting and discussion	JR, AT
5.40pm (10 mins)	P&C President <ul style="list-style-type: none"> P&C Update (read prior to meeting in Dropbox) No report provided to the board or presented. 	For noting and discussion	RH
5.50pm (15 mins)	ICAS <ul style="list-style-type: none"> Data Review (read prior to meeting in Dropbox) <ul style="list-style-type: none"> ICAS overview and context presentation to the board, including scaling and results. Increase in High Distinction and Distinction across all subjects except for science. English drop in earlier years, enrolments link. Overall results – average for all year groups above national average. Agreement on the success and value of the program for FPPS. 	For discussion	OL
6.05pm (10 mins)	Personal Items <ul style="list-style-type: none"> 2025 List Review (read prior to meeting in Dropbox) <ul style="list-style-type: none"> Discussion – sending un-used items home prior to order cut-off date, which would inform the next year's ordering for parents. Action item – forum notice to be created by MWa & JR. Vote for sign off. <ul style="list-style-type: none"> Approved and passed by all members. 	For approval	MWa
6.15pm (15 mins)	Deeds of Licence <ul style="list-style-type: none"> End date review. <ul style="list-style-type: none"> Little Girls and Dinosaurs Art Club 16.10.24 <ul style="list-style-type: none"> Approval to continue. Bricks 4 Kidz 31.12.24 <ul style="list-style-type: none"> Approval to continue. MBA Sports Coaching 24.07.24 <ul style="list-style-type: none"> Discontinue subject to future applications. TheirCare 30.01.25 <ul style="list-style-type: none"> Approval to continue. OSHC TheirCare update & pricing review. <ul style="list-style-type: none"> Negotiations underway. Increased attendance discussed. Meeting to be held with TheirCare on 5th November 2024. 	For discussion & approval	JR, AT



SCHOOL BOARD MEETING MINUTES (OPEN MEETING)

6.30pm (5 mins)	Future Technologies Committee <ul style="list-style-type: none"> Draft purpose statement created and discussed. General agreement on the way forward. Tech Café's being run weekly for staff. Finances discussed for 2024 projection. Seamless integration for older years. 	For noting and discussion	OL
6:35pm (5 mins)	Forum Redevelopment Update <ul style="list-style-type: none"> Discussed in Principal's update per above re submissions. 	For noting and discussion	JR/JC
6:40pm (10 mins)	PBS Committee Update <ul style="list-style-type: none"> 2-year implementation of program, with 2024 being the first year. Meetings being held fortnightly. Matrix being developed for FPPS based upon values and behaviours. Kindness, Engagement, Responsibility & Respect (3 C's). School Board Members invited to partake in discussions in this development space on Friday the 8th of November at the School Development Day. 100% staff buy in based on survey by PBS provider 	For noting and discussion	JS, KP
	Other Business <ul style="list-style-type: none"> Junior years dresses (FYI Uniform Policy 2019) <ul style="list-style-type: none"> Action - To be moved for discussion at future meeting. Board Member discussion on tenure. <ul style="list-style-type: none"> Action – JR to commence process of recruiting a Board member to replace Michelle Pedlow position (End T4). 		
6:55pm	Thank you to Board Members Meeting Close at 6:53pm		
	Board Meeting Dates 2024 Term 2 Week 5 (14 May) and Week 9 (11 June) P&C Week 6 (21 May) Term 3 Week 7 (27 Aug) P&C Week 6 (20 August) Term 4 Week 4 (29 Oct) Week 8 (26 Nov) Term 4 Week 5 (8th Nov) Parent Board Members at School Development Day 8:50am – 11:00am P&C Week 6 (12 November) Graduation Week 9 Thursday 5 December 11am – 1pm Churchlands Senior High School		

School Board Sub-Committees	MEMBERS
Future Technology at Floreat Committee	Matthew Wright (Chair), Jane Rowlands, Michelle Pedlow, Alice Mills, Owen Linehan, Jemima Salisbury Non-board members: Paul Georgiades



SCHOOL BOARD MEETING MINUTES (OPEN MEETING)

Engagement and Behaviour (Positive Behaviour Support - PBS Committee)	<p>Mark Walters (Chair), Bec Hunt, Sarah Lambert, Kim Powell, Owen Linehan, Jemima Salisbury</p> <p>Non-Board members:</p> <p>Teachers: Leechelle Ruscoe (K-2 coach), Penelope Hickman (Y3-6 coach), Fiona Farley, Roslyn Watt, Ann Johnston, Susannah Le Messurier, Simon Heyting, Gemma Hadley, Jodie Bell (School Psychologist) Jessica Stoop (Student Services) and Melissa Gillam (EA)</p>
---	---

Board Members	Type	Length of Term	Expiry
Jane Rowlands	Principal	NA	NA
Jane Caforio	Chair	3 years	End T1 2025
Matthew Wright	Deputy Principal	3 years	End T2 2026
Kim Powell	Staff Member	3 years	End T2 2026
Jemima Salisbury	Staff Member	2 years	End T3 2025
Owen Linehan	Staff Member	1 year	End T3 2025
Sarah Lambert	Parent	3 years	End T4 2026
Michelle Pedlow	Parent	1 year	End T4 2024
Kerrie Chapman	Parent	2 years	End T1 2026
Alice Mills	Parent	2 years	End T1 2025
Marcus Dabner	Parent	3 years	End T1 2025

Actions Register

Action	Who	Date
Distribute training links to Mandatory Training–Board members to complete before the next meeting.	MWa	Completed and signed off 4.11.24 CLOSED
Forum redevelopment - Ongoing.	JC & SL	Can remove from future Actions register and add as ongoing agenda item. CLOSED
Solar Review - Update. - Information gathering stage. - 2025 further action.	MWa & AT	CLOSED
Raise the recent tragic incidents in Victoria as reminder to community in next Principal's notice.	JR	



SCHOOL BOARD MEETING MINUTES (OPEN MEETING)

Provide voluntary return figure for next meeting.	AT	
Forum notice to be created to go to staff to ensure unused items are being sent home promptly prior to Campion order cut off date.	MWa & JR	
Junior years dresses (FYI Uniform Policy 2019) discussion for next meeting.	JC	
Commencement process of recruiting a Board member to replace Michelle Pedlow position (End T4).	JR	

Board Chair

Jane Caforio

26/11/2024

Principal

Jane Rowlands

26/11/2024