



Floreat Park Primary School Board

SCHOOL BOARD MEETING –MINUTES

Date: Tuesday 2 March 2021

Venue: School Library

Time: 5.00pm

Invited: Emma King (Chair), Su Wu (Secretary), Kim Batina (parent member), Tracey Daly (parent member), Santosh Valvi (parent member), Jane Rowlands (Principal), Mark Walters (Deputy Principal), Jayne Prentice (staff member), Ann Johnston (staff member), Shelley Jenkinson (staff member), Claire Shoebridge (P&C Representative Co-Opted Member)

Apologies: Andrew Angel (parent member)

Observers: Matthew Wright

Key items and highlights

- The Board endorses the Business Plan. Thank you to all the contributors to this plan.
- School will celebrate 70 years on 19th March.

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>No new conflicts of interest tabled.</p> <p>KB confirmed and accepted agenda, MW seconded.</p> <p>Minutes from 10 November 2020 meeting were approved by CS and seconded by JP.</p> <p>EK welcomed the new board members and Matthew Wright.</p> <p>Approval of 2020 Contributions and Charges (via email 16/12/2020)</p> <p>Approval of 2021 school licences to use school grounds (via email 16/12/2020)</p>		
5.05pm	Student Council		

	Welcome to student council for term 1 Cormac, Aston, Erin, and Mia.		
5.08pm	<p>Principal's Report <u>Documents tabled (prior to meeting):</u></p> <ol style="list-style-type: none"> 1. <i>Principal's report 2 March.docx</i> 2. <i>Staffing Structure Org Chart 2021 for website.docx</i> 3. <i>31.12.20 Financial Summary for Annual Report.docx</i> 4. <i>Statement of Expectations 2021 – 2024.pdf</i> 5. <i>31.12.20 Financial Summary for Annual Report.docx</i> <ul style="list-style-type: none"> • At census the school had 606 students. Census determines student based funding • 26 EALD students this year. Additional EALD funds to go to EALD support programs within Student Services. • JR noted that we will lose 83 students (yr 6) this year but only have 61 in Kindy so we may see a decline in student numbers. • End of year meetings were very insightful and the information gathered is being used by future technologies, ICT, social and well being programs. Feedback has also streamlined communications for this year. • Start of year of level meetings went well with a very good turn out in PP. • 19th March the school will celebrate 70 years. • Statement of expectation outlines what is expected for all schools and the support the Department of Education will provide. Will need to be signed by next term. 	<p>Post year level meeting presentations to Connect</p> <p>Finalise Annual report for end of Term 1.</p> <p>Review statement of expectations and send any questions to JR by end of term 1.</p>	<p>JR</p> <p>JR EK</p> <p>ALL</p>
5.25pm	<p>Finance Management <u>Documents tabled (prior to meeting):</u></p> <ol style="list-style-type: none"> 6. <i>Finance Report to the Board.docx</i> 7. <i>Voluntary Contributions Survey Results from 2016.docx</i> <ul style="list-style-type: none"> • Provisional budget was approved by the Board last year based on based on 598 students. • Voluntary contributions slightly down 2% in 2020. 		
5.30pm	<p>Business Plan <u>Documents tabled (prior to meeting):</u></p> <ol style="list-style-type: none"> 8. <i>Business Plan 2020-2022V2.docx</i> <ul style="list-style-type: none"> • Broad strategic intent for each pillar. Then key strategies around each one. This plan builds on the last business plan and is an improvement plan. • Introduction of global goals based on the 17 United Nations Global Goals for Sustainable Development to give purpose to inquiry 		

	<p>learning.</p> <ul style="list-style-type: none"> • ICT is an important part. • Next phase is that the school will look targets and performance indicators. <p>The Board endorses the Business Plan.</p> <p>The Board would like to thank Ian Gordon for his assistance in the preparation of the business plan.</p>		
5:55pm	<p>Future Technology at FPPS</p> <ul style="list-style-type: none"> • Committee is investigating how technology can be used in FPPS in the future. • The school would like to increase device ratios so students have equitable access to technology. Current model is not sustainable and the budget could be used elsewhere. • Committee has: <ul style="list-style-type: none"> ○ Set vision and aims of the committee. ○ Focused on understanding the details ○ Conducted a parent survey at the end of last year. • Next steps: <ul style="list-style-type: none"> ○ Smaller working groups to focus on; device selection, parent handbook, communications, curriculum, logistics and infrastructure, what year level 1:1 ratios will it start a to and what further training teachers require. 		
6.14pm	<p>Website update</p> <ul style="list-style-type: none"> • Draft website is ready. • Launch at the end of March, finalising content and waiting for photography. 		
6:19pm	<p>Data Review <u>Documents tabled (prior to meeting):</u> 9. Attendance data 10. KAT School board presentation as at Friday.pptx</p> <ul style="list-style-type: none"> • Attendance data is good. <ul style="list-style-type: none"> ○ Always above state averages. ○ Will add attendance target in the business plan. • KAT data <ul style="list-style-type: none"> ○ Data is used to teach to each child's individual needs. e.g. reading, library books. ○ Data is shared with parents and is also with PP teachers. • Some benchmarking with other schools in western suburbs schools who use KAT • Third year of data collection 	Add attendance data to the business plan.	JR
6:37pm	<p>P&C Reports & Financials <u>Documents tabled (prior to meeting):</u></p>		

	<p>11. <i>School Board P&C Report 210302.docx</i> 12. <i>21022021 Budget & Current Actuals 2021.pdf</i> 13. <i>21022021 Treasurer Comms Report for Term 1 P&C meeting.pdf</i> 14. <i>2021 P&C Events –draft.pdf</i></p> <ul style="list-style-type: none"> • Contribution target of 65% target in 2020 was reached. This year target moved back to 85%. • Bank balance is good – uniform shop purchases to be deducted. • Fundraisers this year are not focussed on big events, but events that are home based in case of covid. • Possible fundraising spend: <ul style="list-style-type: none"> ◦ Front of school refresh, bike racks, pre primary play space. Crossing person. • Continued communication about traffic management this term. • Discussion about a new logo for the P&C. The Board suggests a logo with some similarities but different to reduce confusion. 	Share Traffic management policy from Piara with P&C.	MW
6:57 pm	<p>Policy Updates <u>Documents tabled (prior to meeting):</u> 15. <i>FPPS Policy Review_Feb2021update.docx</i></p> <ul style="list-style-type: none"> • See attached document for allocated reviewers. • Reviewers should read the policy, ask the school for data around the policy and use this as a basis for review. 		
7.05pm	<p>Aboriginal Cultural Standards <u>Documents tabled (prior to meeting):</u> 16. <i>Aboriginal Cultural Standards Framework Committee report to board v3 March 2021.docx</i> 17. <i>2021 ACSFC Excursion and Incursion Scope and Sequence.docx</i></p> <ul style="list-style-type: none"> • Committee has spent time reviewing the framework and how it can be implemented in the school. • The Board suggested that maybe the school could ask a Consultant or the Town of Cambridge to assist. • Have proposed authentic, respectful, not imitative and indigenous led (wherever possible) excursion and incursions for 2021. • Focus on activities for NAIDOC week, including a flag raising ceremony (install to be co-funded with P&C). • Linked into the business plan. 		
7.25pm	<p>New Business and Parking Lot</p> <ul style="list-style-type: none"> • Term 4 meeting date to be finalised off line. 	Finalise Term 4 meeting date	JR, EK

	<ul style="list-style-type: none"> Code of Conduct signed for 2021. 		
7.28pm	Meeting Close		
	2021 Meeting Dates Term 1: Tuesday 2 March, 5pm Term 2: Tuesday 18 May, 5pm Term 3: Tuesday 17 August, 5pm Term 4: Tuesday 9 November, 5pm		

BOARD CHAIRPERSON MINUTES CONFIRMATION



02 March 2021

SIGNED CHAIR

DATE