



Floreat Park Primary School Board

SCHOOL BOARD MEETING –MINUTES

Date: Tuesday 18 May 2021

Venue: School Library

Time: 5.00pm

Attend: Emma King (Chair), Su Wu (Secretary), Andrew Angel (parent member), 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:

Observers: Matthew Wright

Key items and highlights

- Board endorses the Apple iPad as the device to be used by the School.
- The School will be celebrating NAIDOC week with many activities for students and the school community.
- Class Placement Policy review approved.
- Building fund will be used to fund a long-term goal of building a multipurpose facility that can be used by the School and the community.

TIME	ITEM	ACTION	WHO
5.02pm	<p>Welcome and Governance</p> <p>Meeting opened at 5.02pm. Refer to list of attendees and apologies above.</p> <p>Welcome to Gemma Cronan (teacher) and Tony Brown (parent).</p> <p>No new conflicts of interest tabled.</p> <p>CS confirmed and accepted agenda, KB seconded.</p> <p>Minutes from 2 March 2020 meeting were approved by MW and seconded by KB.</p>		

5.04pm	<p>Future Technology at FPPS <u>Documents tabled (prior to meeting):</u> 1. <i>Future Technology - Board Submission - 2021-05-18 (1).pdf</i> 2. <i>Device Evaluation Matrix V6 FINAL.pdf</i></p> <p>Gemma Cronan and Tony Brown went through the decision matrix for the different devices considered by the Future Technology committee. Based on this, the committee recommends that the school adopt Apple iPads as the whole of school device. The iPad met all the essential criteria.</p> <p>Board endorses the committee's recommendation of the Apple iPad as the device to be used by the school.</p> <p>The Board and the School would like to gratefully acknowledge the committee for their time, knowledge and skills in this process.</p>	Endorsed	
5.21pm	<p>Principal's Report <u>Documents tabled (prior to meeting):</u> 1. <i>Principal's report 18 May.docx</i> 2. <i>Statement of Expectation.pdf</i> 3. <i>Public+School+Review+-+the+Standard.pdf</i></p> <ul style="list-style-type: none"> • School's 70th was a lovely celebration. There were over 90 former students from the 1950's and 60's who returned to the school to share their stories with students. Thank you to the school and staff members for making it such a success. • Statement of Expectations has been signed and sent to the Department. • Annual report to be approved by email • Website has been completed and will be published shortly. <p>Aboriginal Cultural Standards</p> <ul style="list-style-type: none"> • Activities around NAIDOC week are in progress and include, <ul style="list-style-type: none"> ○ Smoking ceremony ○ Installation of 4 flagpoles. Christine Tonkin MLA sponsoring one flagpole, P&C will fund the other 3. • Date to be confirmed <p>Term 4 school review</p> <ul style="list-style-type: none"> • Last review was in 2017, under the old system • New Standard document is in the Dropbox for information. • Board will be invited to speak with the reviewers. 	JR to send out Annual report for approval by email	JR
5.30pm	<p>Finance Management <u>Documents tabled (prior to meeting):</u></p>		

	<p>4. <i>Financial Report to the Board May.docx</i> 5. <i>Funding Agreement</i> 6. <i>SCF Report April 2021.pdf</i> 7. <i>OLB Report April 2021-pdf</i> 8. <i>Budget Adjustments April 2021.pdf</i></p> <ul style="list-style-type: none"> No questions around the Funding agreement. 	JR and EK to sign	JR, EK
5:33pm	<p>Business Plan <u>Documents tabled (prior to meeting):</u> 9. <i>Business Plan 2020-2022 V2Approved V3 KPIs.docx</i> 10. <i>Gantt Chart 2020-2022 April 2021 Board meeting 18 May.xls</i></p> <p>Business Plan</p> <ul style="list-style-type: none"> Targets have been added to the Business Plan. Additional social and emotional targets will be added after student survey in Term 2. <p>Gantt chart</p> <ul style="list-style-type: none"> Question about item 2.4 Broaden students' ability to apply social and ethical protocols when using technology. This is already embedded in the curriculum. Item in the business plan is to look at alternatives and additional programs. 		
5:40pm	<p>Data Review <u>Documents tabled (prior to meeting):</u> 11. <i>Year 6 Student Survey Analysis 2.pdf</i> 12. <i>On Entry Data Presentation 2021.pdf</i></p> <p>On Entry</p> <ul style="list-style-type: none"> Reduction in writing compared to similar schools (K/PP levels) Focus on oral language learning first Looking at an evidence based synthetics phonics program Business plan target: Progress moderate to high PP to year 3. <p>Year 6 student survey As a result of the survey, the School will</p> <ul style="list-style-type: none"> Further investigate students feeling that can't talk to their teacher; revisit protective behaviour Define student voice with students Review Leadership Gold card Increase in Student Services time - direct to support Year 6 Develop approach for regular check ins with all students Use this data to input into developing whole school approach to feedback (Business Plan) 		
6:20pm	<p>P&C Reports & Financials <u>Documents tabled (prior to meeting):</u></p>		

	<p>13. School Board P&C Report 210509.docx 14. 08052021 Treasurer Comms Report for May 2021 Term 2 Board meeting.pdf 15. 08052021 P&C Profit and Loss Term 2 Board Meeting.pdf 16. 08052021 P&C Balance Sheet Term 2 Board Meeting.pdf</p> <ul style="list-style-type: none"> Discussed the need for the school directory in its current form. Suggested that the question could be added to the Parent Survey at the end of the term. 	CS to provide questions for the Parent Survey	CS
6:33 pm	<p>Policy Updates <u>Documents tabled (prior to meeting):</u> 17. Class Placement Policy 2021_draft 18. Report to Board Meeting of 18 May 2021 on Anaphylaxis and Student Healthcare Policy V2.docx 19. Draft Anaphylaxis-Policy 18 -05-2021 for Board meeting of 18 May 2021</p> <p>Class Placement Policy</p> <ul style="list-style-type: none"> Changes include <ul style="list-style-type: none"> Asking students to nominate other students whom they work well with, instead of friends. Changing the number of students they can nominate to 5. Students from year 2 – 6 will be asked to nominate other students they work well with. Board approves changes to the policy subject to the removal of the wording friendship groups. Policy to be reviewed annually. <p>Anaphylaxis</p> <ul style="list-style-type: none"> Draft changes proposed, however there are many stakeholders and reviewers require more time for consultation. <p>Terms of Reference</p> <ul style="list-style-type: none"> EK updated to new template. To be approved by email. <p>Other Policies</p> <ul style="list-style-type: none"> Talking to my school – in progress Homework – to be approved by email Assessment & reporting – in progress Incoming sponsorship – in progress Traffic management – in progress Media - in progress 	Approved	All
7.11pm	<p>Planning for 2021 surveys</p> <ul style="list-style-type: none"> Parent survey Term 2 Social & emotional student survey Student survey Term 4 		
7.13	<p>Alumni Update</p>		

	<ul style="list-style-type: none"> • The school 70th birthday celebration has given us an opportunity to setup an Alumni group for the school. • The purpose of the Alumni is to: <ul style="list-style-type: none"> ○ Create a network ○ Provide opportunities for previous students to return and support the school. ○ Opportunity to financially support the School. • Activities ongoing setup a mailing list, an Alumni page on the website, sending out the newsletter to the list each term. • KB suggests that a closed Facebook group could also be established. 		
7.18pm	<p>Building Fund</p> <ul style="list-style-type: none"> • Discussion around what the building fund could be used for. The intent of this fund is to raise money for a future building project. This would be a longer-term goal. • The Board agreed that the building fund should be used to build a multipurpose facility that can be used by both the School and local community. 		
7.23pm	<p>New Business and Parking Lot</p> <ul style="list-style-type: none"> • Term 4 meeting change – 23 November • Graduation date – 9 Dec • KB asked if the School could start the process of designing year 6 leavers t-shirts in the previous year so that they are ready earlier in the year. 		
7.26pm	<p>Meeting Close</p>		
	<p>2021 Meeting Dates</p> <p>Term 3: Tuesday 17 August, 5pm</p> <p>Term 4: Tuesday 23 November, 5pm</p>		
	<p>Dates to note</p> <p>12 Nov – School development day w/ Board</p> <p>9 Dec – Graduation</p> <p>T4 – School review</p>		

BOARD CHAIRPERSON MINUTES CONFIRMATION



25 May 2021

SIGNED CHAIR

DATE