



Floreat Park Primary School Board

SCHOOL BOARD MEETING –MINUTES

Date: Tuesday 1 March 2022

Venue: Online Webex

Time: 5.00pm

Attendees: Emma King (Chair), Su Wu (Deputy Chair/Board Secretary), Andrew Angel (parent member), Michelle Pedlow (parent member), Tracey Daly (parent member), Santosh Valvi (parent member), Jane Rowlands (Principal), Mark Walters (Deputy Principal), Penelope Hickman (staff member), Gemma Cronan (staff member), Owen Linehan (staff member), Claire Shoebridge (P&C Representative Co-Opted Member)

Apologies:

Observers: Matthew Wright

Key items and highlights

- The Board re-elects Emma King as Board Chair. The Board Deputy and Secretary will be shared between Mark Walters and Michelle Pedlow.
- The Board extensively discussed the current COVID situation and thanks the School for all their efforts during this period.
- Approved policies
 - *Behaviour Engagement Policy*
 - *e-safety Policy*
 - *Mobile Devices Policy*
 - *Community Sporting Groups Guidelines*
- The School and the Board would like to give a huge thank you to Claire Shoebridge for her contribution to the school as P&C president.
- The Board thanks Andrew Angel and Su Wu for their contribution to the Board.

TIME	ITEM	ACTION	WHO
5.01pm	<p>Welcome and Governance</p> <p>Meeting opened at 5.01pm. Refer to list of attendees and apologies above.</p> <p>The Board welcomes Michelle Pedlow to the Board. Last meeting for SW and AA.</p> <p>MW confirmed and accepted agenda, PH seconded.</p>		

	<p>Minutes from 23 November 2021 meeting were approved by GC and seconded by OL.</p> <p>Board elects as EK as Board Chair and MW and MP as Deputy Chair/Secretary.</p> <p>Code of Conduct will be sent for electronic signature via HelloSign.</p> <p>Welcome to the new student council and thank you for your video introduction.</p>		
5:10pm	<p>Principals Report <u>Documents tabled (prior to meeting):</u> 1. <i>Principal's Report March 2022.pdf</i> 2. <i>Staffing Structure Org Chart 2022 SEM 1.pdf</i> 3. <i>COVID-19 Action Plan V6 No numbers.pdf</i></p> <ul style="list-style-type: none"> • 604 students, class distribution is a bit different due to the year group makeup. 3 Aboriginal students, 10 students with disabilities, and 40 EALD students. • Start of the year was smooth, only 2 parents who emailed. Class placement policy changes were well accepted. • Currently on version 7 of COVID Action plan. The first case was last Friday and the school management was well supported by DoE. • Parent feedback has been positive. Most questions around siblings. • Swim carnival: classes will go in separate buses in year groups. Events for each year group will be run, then year group will return to school and the next group will go. Results will be recorded and shared. • COVID plan is in the Dropbox for information. Will need to be updated with new procedures. • Ipad program is going well. The level of engagement is high. Students are enjoying the learning environment. • NAPLAN is going ahead. • Vandalism at the school during the holidays and weekends. Now working with DoE to get a fence along the Chandler Ave side. • Power outages. Balanced out the power boards, will need a power upgrade to solve the issue. 		
5.52pm	<p>Finance Management <u>Documents tabled (prior to meeting):</u> 4. <i>Finance report March.docx</i> 5. <i>One Line Budget summary.pdf</i> 6. <i>Operational+one-line+budget+statement+example+-+helpcard.docx</i> 7. <i>Copy of 31.12.21 Financial Summary Autoload.xlsm</i></p> <ul style="list-style-type: none"> • Census data submitted on time, notification due mid to end of March as enrolments need to be verified. • Expect higher than utilities due to ventilation requirements. 		
5.58pm	<p>Business Plan <u>Documents tabled (prior to meeting):</u> 8. <i>Focus areas 2022.pdf</i></p> <ul style="list-style-type: none"> • There may be an impact due to COVID on focus areas. Priorities are on teaching and learning and 	Provide information on how inclusion	MW/MW

	school improvement may need to be delayed. Will monitor as we move through the year.	will look in the classrooms at the next meeting	
6.05pm	<p>Future Technology at FPPS <u>Documents tabled (prior to meeting):</u> 9. <i>Future Tech Committee Update to the Board</i></p> <ul style="list-style-type: none"> • 94% take up, which is very high compared to other schools • Pre recorded Parent sessions with Jordan Foster next week. 	Send information to parents on what controls are available on the iPads (eg. downtime, FindMy)	MW
6.16pm	<p>P&C Reports & Financials <u>Documents tabled (prior to meeting):</u> 10. <i>220301 P&C Board Report.pdf</i></p> <ul style="list-style-type: none"> • Almost 80% levy collection in 2021 • \$200k in bank, \$100k allocated to initiatives such as play space. • Renew of Year 6 interschool sports shirts • Have parents project managing the play space project • Uncertain around fundraising and levy payments this year. So will not approve spend unless there is money available • Long list of things achieved last year! • Looking at naming of events to be more inclusive. • Look at the names of the factions? Wembley PS has completed a process that was well received. <p>The School and the Board would like to give a huge thank you to CS for her contribution to the school as P&C president.</p>		
6.30pm	<p>Policy Updates <u>Documents tabled (prior to meeting):</u> <i>Allergy and Anaphylaxis Policy DRAFT.docx</i></p> <ul style="list-style-type: none"> • Allergy and Anaphylaxis should be part of the Student Healthcare policy but will be published separately on the website so parents can find it easily. • Resolve conflicting text in the considerations regarding not banning food but then not permitting cake or lollies. Change wording to say the purchase of icy poles is encouraged. • Student Healthcare policy to be endorsed between meetings. <p><i>Behaviour Engagement Policy- for Board endorsement.docx</i></p> <p><i>e-safety Policy.docx</i></p> <p><i>Mobile Devices Policy.docx</i></p> <ul style="list-style-type: none"> • Add some wording about referring to the DoE Policy on mobile devices at the top of the document. <p><i>Website Community Sporting Groups.docx</i></p> <ul style="list-style-type: none"> • Update section stating that P&C Facebook does not accept ads, but information can be sent out in the weekly emails from class reps. 	<p>Endorsed w/ student healthcare</p> <p>Endorsed</p> <p>Endorsed</p> <p>Endorsed with changes</p> <p>Endorsed with changes</p>	

	<p>Policies to be reviewed</p> <ul style="list-style-type: none"> • Class Placement – MP, GC • Talking with my School – OL, TD • Homework Policy update with technology – PH, TD <ul style="list-style-type: none"> • Please remember to use redline when updating policies 		
6.55pm	<p>New Business and Parking Lot</p> <ul style="list-style-type: none"> • COVID and anxiety. JR will followup with Jodie Bell (School Psychologist). • Add a COVID information page on the website for parents <p>Thank you to AA and SW from the Board and School. Nominations to go up as soon as possible.</p>	<p>Consider sharing information about COVID and anxiety with parents</p> <p>Hold election for 2 new Board members</p>	<p>JR</p> <p>JR</p>
7.01pm	<p>Meeting Close</p>		
	<p>2022 Meeting Dates</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>		

BOARD CHAIRPERSON MINUTES CONFIRMATION



(endorsed) 24.05.2022

SIGNED CHAIR

DATE