



# Floreat Park Primary School Board

## SCHOOL BOARD MEETING – MINUTES

**Date:** Tuesday 24 May 2022

**Venue:** School Library

**Time:** 5.00pm

**Attendees:** Emma King (Chair), Michelle Pedlow (Deputy Chair/Board Secretary), Marcus Dabner (parent member), Tracey Daly (parent member), Santosh Valvi (parent member), Jane Caforio (parent member) Jane Rowlands (Principal), Mark Walters (Deputy Principal), Penelope Hickman (staff member), Gemma Cronan (staff member), Owen Linehan (staff member), Terry Lu (P&C Representative Co-Opted Member)

**Apologies:** Matthew Wright

**Observers:** -

### Key items and highlights

- The Board welcomed incoming P&C President Terry Lu.
- The Board welcomed incoming parent members Jane Caforio and Marcus Dabner.
- The Board extensively discussed:
  - *How the school might progress Inclusivity initiatives.*
  - *Next steps for the Future Technology at FPPS.*
- Approved policies:
  - *Talking with my School*
  - *Class Placements*

TIME	ITEM	ACTION	WHO
5.00pm	<p><b>Welcome and Governance</b></p> <p>Meeting opened at 5.00pm. Refer to list of attendees and apologies above. No conflicts of interest declared.</p> <p>MW confirmed and accepted the agenda, GC seconded.</p> <p>Minutes from 1<sup>st</sup> March 2022 meeting were approved by TD and seconded by SV.</p> <p>The Board welcomed incoming P&amp;C President Terry Lu.</p> <p>The Board welcomed incoming parent members Jane Caforio and Marcus Dabner.</p>	Code of Conduct will be sent for electronic signature via HelloSign.	MP/MW
5:10pm	<p><b>Principals Report</b></p> <p><u>Documents tabled (prior to meeting):</u></p> <ol style="list-style-type: none"> <li>1. <i>Principal's report to the Board May 2022.pdf</i></li> <li>2. <i>Personal Items List Supplier for 2023.docx</i></li> <li>3. <i>Attendance for board.xlsx</i></li> </ol>		

	<p><i>COVID-19 Impact:</i></p> <ul style="list-style-type: none"> <li>Data shared about the impact of COVID-19 on student attendance during Term 1, 2022.</li> <li>Approximately 15% of student have been absent each day so far in Term 2, 2022 and that number is slowly declining.</li> <li>Many staff have been unwell with COVID-19 and the impact has been significant trying to organise relief teachers to backfill.</li> <li>Extended the window of NAPLAN, special thanks to MW and MW for their hard work.</li> </ul> <p><i>Personal items list supplier:</i></p> <ul style="list-style-type: none"> <li>Issues with previous supplier so the proposal is that FPPS move to new supplier Campion.</li> <li>TD choosing Campion is good as many high school use this supplier as well.</li> <li>The Board all in favour of the new supplier.</li> </ul> <p><i>Vandalism:</i></p> <ul style="list-style-type: none"> <li>Vandalism is still ongoing in the uppers school. Suggestions of erecting a fence.</li> <li>Currently the Dept of Education cover the cost of repairs.</li> </ul> <p><i>New play space proposal:</i></p> <ul style="list-style-type: none"> <li>New play space proposal to be tabled at the next P&amp;C meeting.</li> <li>Looking to have the play space ready during Term 4, 2022.</li> </ul> <p><i>Enrolments:</i></p> <ul style="list-style-type: none"> <li>Changes to the FPPS after census can sometimes impact on the data</li> <li>Number of students with English as an additional language or dialect (EALD) has doubled to 44 students in 2022.</li> <li>EALD Progress maps that show progress will be shared with parents</li> </ul>	The Board endorsed new personal items supplier Campion.	JR
5.52pm	<p><b>Finance Management</b></p> <p><u>Documents tabled (prior to meeting):</u></p> <ol style="list-style-type: none"> <li>Finance report May 2022.docx</li> <li>School Funding agreement 2022</li> <li>OLB.pdf</li> <li>SCF.pdf</li> </ol> <p><i>Financials:</i></p> <ul style="list-style-type: none"> <li>Monies received at the end of March Term 2 is the first time the financials are presented to the Board.</li> <li>Student centred funding model set for the year (could change if numbers of students with disabilities)</li> <li>COVID response money has been provided in 2022.</li> <li>Currently in the process of restructuring the student services team.</li> </ul>	Board Chair to sign the FPPS School Funding Agreement 2022 (auditable document)	EK
	<p><b>Data Review</b></p> <ol style="list-style-type: none"> <li>On-Entry Data Analysis - School Board Report 2022.pptx</li> <li>Board On-Entry Data Analysis – Prior information.pdf</li> </ol> <p><i>On-Entry Data:</i></p>		

	<ul style="list-style-type: none"> <li>On-entry data analysis presented to the Board by GC</li> <li>Intervention for the Floreat Phonics programs in Years 1 and 2 has commenced</li> </ul>		
5.58pm	<p><b>Business Plan</b></p> <p><u>Documents tabled (prior to meeting):</u></p> <p>10. <i>People of diverse sexualities and genders action plan 2020-2025.pdf</i></p> <p>11. <i>Inclusivity.docx</i></p> <p><u>Inclusivity:</u></p> <ul style="list-style-type: none"> <li>Board discussed the current 21-23 Business Plan items around diversity and inclusion. Noting this is a wide ranging and important area for our school.</li> <li>Feedback from parents on potential gaps in policy was also discussed and. It was acknowledged COVID-19 may have also been a factor and recognised that particularly for parents in the younger years, this has been a difficult transition/introduction to primary school. Language barriers were also raised</li> <li>The Board recommended a working party (parents and teachers) be formed to come up with a statement of inclusivity and direction on behalf of the school.</li> <li>Teachers are already starting to weave in strategies around inclusion in the classroom (example: inclusive language)</li> </ul>	<p>Revisit the COVID-19 restrictions around parent drop-off/pick-up in Term 3</p> <p>Send a message from the Board via the P&amp;C class reps – EOI from each year level to be on a steering group for Inclusivity initiative.</p>	<p>JR/MW</p> <p>JR</p>
6.05pm	<p><b>Future Technology at FPPS</b></p> <p><u>Documents tabled (prior to meeting):</u></p> <p>12. <i>Information and Communication Technologies (ICT) Strategy 2020-2024.pdf</i></p> <p><u>Review:</u></p> <ul style="list-style-type: none"> <li>The first stage of work is complete – hugely successful 95% uptake across years 3-6.</li> <li>How do we continue to use this technology to progress the ICT at the school?</li> <li>Jenny Jongste to continue working with the teachers to develop technology and enhance learning strategies.</li> <li>From the Boards perspective, where to next? <ul style="list-style-type: none"> <li>Continued promotion/socialising what is being done with the iPads in the classrooms.</li> <li>Investigate potential funding support from DoE</li> <li>Transitioning Year 2 students in Term 4 to the iPad program in preparation for Year 3.(NAPLAN has been moved to Week 4 Term1 in 2023)</li> <li>Parent feedback on screen time has been that they are seeing mixed timings across the classes within the same cohort year level.</li> <li>JR strongly encouraged the Board to read <i>A Rich Seam, How New Pedagogies Find Deep Learning</i> before the next meeting.</li> </ul> </li> </ul> <p><u>Next steps:</u></p> <ul style="list-style-type: none"> <li>Evaluate the impact – pilot class resurvey</li> <li>Identify other metrics to measure impact on learning</li> <li>Promote consistency in use across year level</li> </ul>	<p>MW to take actions back to the Future Technology at FPPS committee.</p> <p>Board members to read <i>3897.Rich_Seam_web.pdf</i> prior to T3, 2022 meeting.</p>	<p>MW</p> <p>ALL</p>

	<ul style="list-style-type: none"> <li>Identify ways to work with parents to achieve the Department's ICT Vision for teaching and learning in public schools FAQs – update on the school website</li> </ul>		
6.16pm	<p><b>P&amp;C Reports &amp; Financials</b></p> <p><u>Documents tabled (prior to meeting):</u></p> <p>13. Balance Sheet Report 20.05.2022.pdf  14. Budget vs Actual 20.05.2022.pdf  15. P&amp;C Board Report T2 2022.pdf  16. Profit and Loss Report 20.05.2022.pdf  17. Treasurer's Report 20.05.2022.pdf</p> <p><i>P&amp;C President's report:</i></p> <ul style="list-style-type: none"> <li>All new P&amp;C executive team in 2022 (other than Vice President)</li> <li>Canteen - new management and reduced the canteen hours due to low numbers of volunteers due to COVID-19.</li> <li>Canteen Financials show some loss.</li> </ul> <p><i>P&amp;C Financials 2022:</i></p> <ul style="list-style-type: none"> <li>Parents contributions - Levy recovery is behind compared this time last year.</li> <li>P&amp;C fundraising: \$3515 (Mother's Day Stall) + \$1092 (magic show) + \$1900 (Election Day stalls)</li> </ul>		
7.01pm	<p><b>Policy Review</b></p> <p><u>Documents tabled (prior to meeting):</u></p> <p>18. Class Placement Policy – WWW EBI Feedback.pdf  19. Class Placement Policy 2021 – Review Draft 2022 – Staff Comment Inclusion 17-5-22.docx  20. Talking with my School Review.docx</p> <ul style="list-style-type: none"> <li>Talking with my School – OL, TD <ul style="list-style-type: none"> <li>No glaring issues</li> <li>No changes needed</li> </ul> </li> <li>Class Placement – MP, GC <ul style="list-style-type: none"> <li>Sourced feedback from the staff, minor tweaks</li> <li>Updated the Act</li> <li>Wording – more inclusive</li> <li>Split classes – academic</li> </ul> </li> </ul> <p><i>Upcoming Policy Review:</i></p> <ul style="list-style-type: none"> <li>Homework policy - PH &amp; TD</li> <li>Curriculum assessment and reporting - OL &amp; MP</li> <li>Media - MW &amp; MW</li> </ul>	<p>Endorsed</p> <p>Endorsed – with changes: Remove 'academic performance' from the split class section.</p>	EK
7.10pm	<p><b>New Business and Parking Lot</b></p> <ul style="list-style-type: none"> <li>Board email address – get rid of and emails can come via the school.</li> <li>Actions from previous meeting at bottom of future agendas</li> <li>A Rich Scene background – all read before the next meeting</li> </ul>	<p>Decommission the Board email address and redirect to FPPS general admin email address.</p>	EK
7.14pm	<b>Meeting Close</b>		
	<b>2022 Meeting Dates</b>		
	<b>Term 3</b>		

	Tuesday, 16 August, 5pm <b>Term 4 (open)</b> Tuesday, 29 November, 5pm <b>2022 Graduation Date</b> Thursday, 8 December 10am Churchlands SHS Auditorium		
	<b>Dates to note</b>		

BOARD CHAIRPERSON MINUTES CONFIRMATION

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SIGNED CHAIR

DATE