



Floreat Park Primary School Board

SCHOOL BOARD MEETING – MINUTES

Date: Tuesday 16 August 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 two representatives from the FPPS Student Council: Owen and Kai.
- The Board ratified the Annual Report 2021
- The Board extensively discussed:
 - Drop in student attendance in 2022
 - Parent involvement in the development of an *Inclusivity* strategy for the School.
 - The thought-provoking article *A Rich Seam—How new pedagogies find deep learning* and the importance of fostering children’s creativity in across teaching and learning.
 - The positive and supportive response to the Homework policy survey from the parent community.
- Approved policies:
 - Media Policy.

TIME	ITEM	ACTION	WHO
5.05pm	<p>Welcome and Governance</p> <ul style="list-style-type: none"> • Meeting opened at 5.05pm. Refer to list of attendees and apologies above. No conflicts of interest declared. • JR confirmed and accepted the agenda, PH seconded. • Minutes from 24 May 2022 meeting were approved by GC and seconded by MW. • The Board welcomed two representatives from the FPPS Student Council: Owen and Kai. 		Chair
5:10pm	<p>Principals Report</p> <p><u>Documents tabled (prior to meeting):</u></p> <ul style="list-style-type: none"> - <i>Principal’s Report August.docx</i> - <i>Annual Report 2021.pdf</i> <p><u>Key discussion items:</u></p> <ul style="list-style-type: none"> • General Principal’s update: <ul style="list-style-type: none"> ○ Enrolments: <ul style="list-style-type: none"> ▪ Enrolments from S2, slight drop in enrolments compared to his time last year. 		JR

	<ul style="list-style-type: none"> ▪ In 2023 there will be three (3) Kindy classes, not four (4) as usual. ▪ FPPS service the current community and enrolments within the boundary take precedence. ▪ Attendance numbers are slightly down. They have been impacted by families going on holidays, more so than illness/COVID. ▪ Strong FPPS focusing on staff wellbeing during this time. ○ Date of Learning journey changed to term 4, week 2. ○ Department of Finance attended FPPS to assess and assist with ongoing vandalism issues on school grounds. • Annual Report 2021 	The Board ratified the Annual Report 2021	
5.52pm	<p>Finance Management</p> <p><u>Documents tabled (prior to meeting):</u></p> <ul style="list-style-type: none"> - Finance report August 2022.docx - Staffing Structure Org Chart 2022 SEM 2.pdf - One Line Budge.pdf - Student Centred Funding.pdf <p><u>Key discussion items:</u></p> <ul style="list-style-type: none"> • Financials: <ul style="list-style-type: none"> ○ Staffing changes noted. ○ Leadership portfolio has been temporarily adjusted to accommodate staff on long service leave. ○ FPPS are beginning preparations for the 2023 personal items lists with new supplier Campion. ○ Disabilities funding – slight shift due to students leaving and new diagnoses. ○ FPPS will sending out reminders to parents regarding the Voluntary Contributions payment before the end of 2022: goal of 90%+ in 2022. The Board agreed that it is worth sending reminders to families. ○ iPad coaching program will continue across the school due to its success and to support the rollout of the iPads. ○ Now that the iPad program is up and running, FPPS is reviewing funds to update the iPads across the earlier years, as well as office computers. 		JR
	<p>Data Review</p> <p><u>Documents tabled (prior to meeting):</u></p> <ul style="list-style-type: none"> - Attendance for board term 3.xlsx - Leave summary for weeks 1 to 3 in terms 3 and 3.xlsx - Student Survey Analysis.pdf - Y1 Phonics Data Snapshot Mid Year.pdf <p><u>Key discussion items:</u></p> <ul style="list-style-type: none"> • On-Entry Data: <ul style="list-style-type: none"> ○ Attendance: <ul style="list-style-type: none"> ▪ Numbers are down and the knock-on effect makes the planning of teaching and learning difficult for staff. ▪ 200 attendance days per week missed since recording started (in 2022). ▪ Suggested for FPPS get a comparison of historical attendance data pre-COVID to compare to post-COVID data. ○ Phonics mid-year update (Year 1): 		MW

	<ul style="list-style-type: none"> ▪ K-2 teams leading the way teaching structured synthetic phonics since beginning of 2022. ▪ Students tracking well to exceed targets. ▪ Intervention program in place for students with learning needs. ○ Year 6 survey results: <ul style="list-style-type: none"> ▪ Results largely like previous years. ▪ Shenton College has noted the strong technology skills from FPPS students. ▪ Social emotional teacher support rated below expectations: The Board suggested adding a question to provide context to this rating. ▪ School camps promote student cohesion: The Board suggested adding a shorter school camp in year 5 (2-3 days) due to the year 6 camp being postponed. 		
5.58pm	<p>Business Plan</p> <p><u>Documents tabled (prior to meeting):</u></p> <ul style="list-style-type: none"> - <i>Progress against the Business Plan.pdf</i> - <i>Equity, Diversity and Inclusivity Report.docx</i> <p><u>Key discussion items:</u></p> <ul style="list-style-type: none"> • Business Plan GANTT Chart (Dropbox) <ul style="list-style-type: none"> ○ Continue to focus on what the school does well – teaching and learning with the kids at centre of it. ○ Large focus has been on the 1:1 Technology Program – which has been a huge success. ○ Review and adjust as needed - some Business plan items will be over into the 2023 Plan. • Inclusivity: <ul style="list-style-type: none"> ○ Meetings with parents underway to gauge interest for the inclusivity initiative. ○ Parent facilitated workshop for parents – September 2022. ○ Next phase - development of an overarching Inclusivity Plan for the School. 		JR
6.00pm	<p>Future Technology at FPPS</p> <p><u>Documents tabled (prior to meeting):</u></p> <ul style="list-style-type: none"> - <i>Future Technology Committee Update to the Board Term 3.pdf</i> <p><u>Key discussion items:</u></p> <ul style="list-style-type: none"> • General update <ul style="list-style-type: none"> ○ Continue to focus on parent perceptions on the use of the iPads in class. ○ Parent community are seeking clarity on the use of iPads for homework/at home. ○ FPPS technology short films currently under development, with a focus on the modern classroom (planning about 8 videos). ○ Parent committee reps to seek feedback from community. ○ FPPS continuing to support teacher development (PD, conferences, Apple educator Jenny Jongste) • WA Education Summit attendance – Summary provided 		MW
6.10pm	<p>New Pedagogies</p> <p><u>Documents tabled (prior to meeting):</u></p>		JR/MW

	<ul style="list-style-type: none"> - <i>A Rich Seam–How new pedagogies find deep learning</i> - <i>Pedagogical Framework for Floreat Park Primary.pdf</i> <p><u>Key discussion items:</u></p> <ul style="list-style-type: none"> - The Board discussed the article <i>A Rich Seam–How new pedagogies find deep learning</i> and the <i>Pedagogical Framework for Floreat Park Primary</i> as well as Ken Robinson's focus on not losing the importance of fostering children's creativity in across teaching and learning. 		
6.25pm	<p>P&C Reports & Financials</p> <p><u>Documents tabled (prior to meeting):</u></p> <ul style="list-style-type: none"> - <i>P&C Board Report T3 2022.pdf</i> - <i>P&C Financial Reports as at 12.08.22.pdf</i> <p><u>Key discussion items:</u></p> <ul style="list-style-type: none"> • P&C President's report: <ul style="list-style-type: none"> ○ Changes to the team – Class Rep Coordinator Betty Zhai stepping down. The P&C seeking a replacement. ○ Current vacancies for Communications and Grounds ○ Deb will step down from uniform shop at the end of the year. ○ The P&C and the Board acknowledged the hard work of Deb and Betty. • P&C Financials 2022: <ul style="list-style-type: none"> ○ Less general P&C levy to this point last year – encourage parents ○ Net profit greater than this time last year due to a series of successful events and fundraising across 2022. ○ It has been a challenging year for canteen – some financial losses. ○ P&C Bingo night successful. ○ P&C Investigating a 2022 thank you event to be held in Term 4. ○ Survey to parents – over 60 responses. ○ Book fair weeks 8-9 of Term 3. • Next P&C meeting Tuesday 23rd August 2022. 		TL
6.30pm	<p>Policy Review</p> <p><u>Documents tabled (prior to meeting):</u></p> <ul style="list-style-type: none"> - <i>Media Policy.pdf</i> - <i>2022-08 Homework Policy Review.docx</i> - <i>Homework Policy Board Review.pptx</i> - <i>Curriculum, Assessment, Reporting Policy 2022.docx</i> <p><u>Key discussion items:</u></p> <ul style="list-style-type: none"> • Media (MW): <ul style="list-style-type: none"> ○ No changes. ○ Dept policies that we work under. • Homework – (PH/TD): <ul style="list-style-type: none"> ○ Survey: 250 responses from parents – great feedback ○ Surveyed year 6s and 3s and teachers (120 students, 25 teaching staff) ○ Reviewing the wording to focus on 1-2 guiding principles. ○ Overall, there is great parent support for students to do homework. ○ Remove the homework times and activities from the policy and differentiate reading vs homework. 	<p>Endorsed.</p> <p>Continue review based on survey feedback.</p>	<p>MW</p> <p>PH/TD</p>

	<ul style="list-style-type: none"> ○ Continue to review based on survey feedback. • Curriculum, Assessment, Reporting (OL/MP): <ul style="list-style-type: none"> ○ Formative assessment changed to formative feedback activities to reflect what happens in class. ○ On hold and will continue to review. • Canteen Policy: <ul style="list-style-type: none"> ○ On hold. Waiting for Healthy Schools to apply changes. 	Review on hold.	OL/MP
		Review on hold.	MW
7.07pm	<p>New Business and Parking Lot</p> <p><u>Documents tabled (prior to meeting):</u></p> <ul style="list-style-type: none"> - Floreat Park Coding Club.pdf - Art Club Proposal.docx - Maths Review 2022.pptx <p><u>Key discussion items:</u></p> <ul style="list-style-type: none"> • Oxford Maths program: <ul style="list-style-type: none"> ○ Reviewing in place of iMaths program. ○ Year 3-6 trial – provides more authentic mastery tasks. ○ Overall, the program has been well received by students and is generating excellent, supportive data. • Coding Club: <ul style="list-style-type: none"> ○ Seeking Board endorsement. • Art Club: <ul style="list-style-type: none"> ○ Seeking Board endorsement. 	Noted by the Board	PH
		Endorsed	MW
		Endorsed	
7.21pm	Meeting Close		Chair
	<p>2022 Meeting Dates</p> <p>Term 4 (open)</p> <p>Tuesday, 29 November, 5pm</p> <p>2022 Graduation Date</p> <p>Thursday, 8 December 10am Churchlands SHS Auditorium</p>		
	Dates to note		

BOARD CHAIRPERSON MINUTES CONFIRMATION

SIGNED CHAIR

DATE