



Floreat Park Primary School Board

SCHOOL BOARD MEETING –MINUTES

Date: Tuesday 06 August 2019

Venue: Library

Time: 1.08pm

Invited: Emily Chee (Chair), Su Wu (Secretary), Kim Batina (parent member), Morgan O’Shea (parent member), Jane Rowlands (Principal), Mark Walters (Deputy Principal), Leechelle Ruscoe (Staff member), Kim Lawrance (parent member), Shelley Jenkinson (Staff member), Jayne Prentice (Staff member)

Apologies: Andrew Angel, Pen Melis

Observer:

Key items and highlights

- The Board welcomes the new student council and wishes them well for their term.
- The Schools is exploring options to work more closely together with Shenton College.
- Financial position is better than last year. The School is being audited.
- Comparative grading data shows that FPPS is compares favourably to like schools in the area.
- General discussion around future planning of the school and funding options
- Open Board meeting is scheduled for 29 October 2019 at 5pm.

TIME	ITEM	ACTIONS	WHO
1.08pm	<p>Welcome and Governance Meeting opened at 1.08 pm. The Chair welcomed SJ and JP to the Board. Refer to list of attendees and apologies above.</p> <p>MW confirmed and MO accepted agenda, seconded.</p> <p>Minutes from 18 June 2019 approved by JR and seconded by MW.</p>		
1.09pm	<p>Student Council Introduction New student councillors, Ivy O’Brien, Harry Johnson, Safiya Abuacharid, Zeina Ahmed, Jamie Spiro, Lizzie Latham introduced themselves and spoke about what they have done so far.</p>		
1.15pm	<p>Principal’s Report <i>Documents tabled (prior to meeting):</i></p>		

	<ul style="list-style-type: none"> • <i>Principal's report</i> • Jodie Bell is unwell and was unable to make the meeting today. We will reschedule for another meeting. • Behaviour policy is being progressed. Three way interviews has been added. • Gained some unfunded students this term. • Enrolments for 2020: <ul style="list-style-type: none"> ○ 64 in boundary kindy students. Slow start but looks like there will be 4 groups which is optimal. Effective number of students in a kindy class is 18 but allow 20. We can offer places to other schools. ○ Upward trend in mining may increase the number of engineering/professional services families moving into the area. Need to be mindful of potential increase in numbers. • Outdoor learning area. <ul style="list-style-type: none"> ○ Tender process open until Friday this week. 4 tenders so far. ○ The Board recognises and thanks the hard work that has been done by MW, Kim Latham and Murray (project manager) from Programmed. ○ Phase 1 will be completed by 27 September. ○ Exact costs available once the quotes are in. ○ The school has applied for the Local schools community fund to supplement costs. • No progression on the skyline project. Need to revisit after the outdoor playground project. • For incidents that happen within the school, the school is trying to send out timely communication so that parents are aware of any incidents before the students get home. • JR thanked MW for being acting principal for the last 2 weeks of Term 2. • Fathering project: <ul style="list-style-type: none"> ○ The school met with Alex Bertram (kindy parent) who is co-ordinating the initiative for FPPS. ○ First meeting for fathers on Thursday. Steve Rushforth who heads the project will be presenting. ○ School implementing changes, such as sending Connect invitations will be sent to both first and second contacts, to be more inclusive. 	Reschedule Jodie Bell to attend another Board meeting.	JR
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	<ul style="list-style-type: none"> Shenton College meeting. JR met with the principal of Shenton College this morning. <ul style="list-style-type: none"> Approximately 29 year 6's are going to Shenton out of 64. Only 3 or 4 going to Churchlands. Shenton's school philosophy is aligned to FPPS. Auditorium facilities is not ready to rent out (for year 6 graduation). Exploring synergies between the schools. eg. Curricular activities STEM, public speaking. Starting a pilot project with 3 local primary schools (based on intake) to explore what can be done to share opportunities. Endowment fund: Shenton does not have an endowment program but they use building fund. They are exploring widening the parameters to be able to use it more. Best endowment model is Churchlands SHS. KL suggested that the school should develop a Master Plan if there are 1000 students in the school. Banksia distribution will work differently this year. All year 6 students will get as copy for free. Families can order as many as they would like. Ordering will be via the School Uniform Shop. 	<p>JR to contact Dept of Education Finance to support the widening of parameters of use of the building fund.</p> <p>Explore how the School can develop a master plan</p>	<p>JR</p> <p>KL</p>
1.57pm	<p>Finance Management <i>Documents tabled (prior to meeting):</i></p> <ul style="list-style-type: none"> Comments on Financials 6 August 2019 Comparative Report One Line Budget Student Centred Funding <ul style="list-style-type: none"> Better position than last year Have moved some money from salaries to cash. Increased the number of Lease laptops. Paid for by the school Review of licenses being conducted as there is a large outstanding amount unpaid for. Finance audit next week. Report will be presented next meeting. 	<p>Add information to start of year parent briefings as to how licensed software is used in the school.</p> <p>Include the results of licensed software in Parent interviews where relevant.</p>	<p>JR</p> <p>JR</p>
1.40pm	<p>Graduation</p> <ul style="list-style-type: none"> Graduation will be held at Churchlands SHS Auditorium. Date and time to be confirmed. 		
1.45pm	<p>Data Review <i>Documents tabled (prior to meeting):</i></p> <ul style="list-style-type: none"> NTIS School Self Review Pedagogy <p>NSIT tool Effective Pedagogical practices</p> <ul style="list-style-type: none"> Focus on Teaching and learning 		

	<ul style="list-style-type: none"> • Areas of improvement in developing school leaders, coaching, and peer leaders. • May need to revisit the tool given that there were so many outstanding ratings and may not have gone deep enough <p>Grade data</p> <ul style="list-style-type: none"> • Track grades and how compares to like schools. Theoretically, profiles should be the same/similar. • Comparisons show that we are generally harder markers • Year 5 seems lower than comparative schools. • Maths grades compare less favourably than English. 		
2.00pm	<p>P&C Reports & financials <u>Documents tabled (prior to meeting):</u></p> <ul style="list-style-type: none"> • <i>School Board P&C Report 060819</i> 		
2.15pm	<p>Policy Updates</p> <ul style="list-style-type: none"> • Healthy Food and drink • Assessment and reporting • Dress code Policy • Student Engagement Policy <p><u>Documents tabled (prior to meeting):</u></p> <ul style="list-style-type: none"> • <i>Parent Survey – School Uniform</i> <p>LR discussed the work undertaken on updating the Dress Code Policy. It was agreed to include a preamble to the parent survey that the current school uniform is not going to change, however some items maybe updated.</p>	<p>JR to follow up with Kerry Pym re assessment and reporting policy.</p> <p>LR to include preamble on parent survey</p>	<p>JR</p> <p>LR</p>
2.30pm	<p>Crossing update</p> <p>EC has been advised the Town of Cambridge have allocated funding in their budget for a crossing. However FPPS need to apply for a crossing guard. JR, KL and EC to meet to discuss the plan going further.</p>	<p>JR, KL and EC to meet to discuss.</p>	<p>EC, KL, JR</p>
2.35pm	<p>Board Planning</p> <ul style="list-style-type: none"> • Open Board meeting • Board succession planning • Board presence at school events <p>KL discussed the idea of a 'Master Plan' for the School in particular with the proposed town planning changes in Floreat.</p>	<p>KL to talk to Hames Sharley. JR to discuss with colleagues.</p>	<p>KL JR</p>

	<p>The Board discussed potential presentation topics for the Open Board Meeting. Traditionally NAPLAN data has been presented. EC said that the time constraints maybe part of the reason for the low number of attendees.</p> <p>EC reminded the Board Members of the upcoming Sports Carnival on Tuesday 3 September.</p>	EC to ask PM to contact Class Reps for possible presentation ideas for meeting.	EC
2.50pm	New Business and Parking Lot		
3.00pm	Meeting Close		
	<p>2019 Meeting Dates</p> <p>Term 1: Tuesday 19 February - 5pm Tuesday 26 March - 5pm</p> <p>Term 2: Tuesday 14 May - 1pm Tuesday 18 June - 5pm</p> <p>Term 3: Tuesday 6 August - 1pm Tuesday 10 September - 5pm</p> <p>Term 4: Tuesday 29 October - 5pm (open) Tuesday 26 November - 5pm</p>		

BOARD CHAIRPERSON MINUTES CONFIRMATION



03 September 2019

SIGNED CHAIR

DATE