

# SCHOOL BOARD

# MINUTES



30 October 2023

Karen Povey	Principal
Richard Meloy	Board Chair (Parent)
Helen Dempsey	Board Deputy Chair (Community)
Heath Atkinson	Parent Representative
Nigel Herbert	Parent Representative
Dean Kelland	Parent Representative
Alison Parolo	Community Representative
Michelle Winship	Staff Representative
Hayley Moulton	Staff Representative
Naomi Hornsby	Staff Representative
Kathy Smyth	Board Scribe

SIGNED BY CHAIR	DATE

WELCOME AND APOLOGIES	ACTIONS
The meeting was opened at 5.33pm by Richard Meloy Conflict of Interest – nil declared Group Norms – outlined AIEOU	
Acknowledgement of Country – Richard – Noongar Season Kambarang – Second Spring transformation of season. Season of plenty with a variety of food available.	
<b>Apologies:</b> <b>Absent:</b> Dean Kelland	
<b>Minutes of Previous meeting 19 September 2023</b> Minutes endorsed as true and correct. moved by Richard Meloy Seconded by Nigel Herbert, all in agreeance. Nil Business Arising	

ACADEMIC AND INSTRUCTIONAL EXCELLENCE	ACTIONS
<b>2023 National School Opinion Survey Data (BP Target)</b> Survey had been distributed to members. Members worked in pairs to look at the results then came back as a group to discuss key takeaways. <b>Year 5/6 Student Survey</b> Student ratings and data shows some great results such as the school listens to students. Karen worked with all Year 5 & 6 students to explain the questions. Student written feedback has been grouped under key themes e.g., Uniform, playground & Breaks, body breaks. Feedback will be provided to student leaders and will inform their goals for 2024. Year 4 students will also be surveyed to gather their opinions and feedback. <b>Staff Surveys</b> Staff surveys results are above a rating of four. All teachers including relief teachers were surveyed. <b>Parent Surveys</b> Parent and student survey results look very similar. Parent written feedback is positive.	Karen to summarise Yr 4 results.

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LEADERSHIP	ACTIONS
<p><b>2024 Preliminary Budget and Workforce Plan</b></p> <p><b>Preliminary One-Line budget</b></p> <p>We will be rolling over \$480,000 from cash and salaries.</p> <p>We are very confident of our cash and salary budgets and have had 15 new enrolments for 2024 since completing our original estimates. Although there aren't any new builds in our school catchment, however, with the tight rental market we have noticed that we have families sharing accommodation. If enrolments increase, we have flexibility in the 2024 budget to create another class.</p> <p><b>Preliminary Student Characteristics Funding</b></p> <p>Aboriginality – increasing from 22 to 30 students in 2024.</p> <p>Disability – decreasing from 35 to 28 students in 2024.</p> <p>English as an additional language or dialect – increasing from 30 to 46 students.</p> <p>Social Disadvantage – increasing from 27% to 30%</p> <p>Discussion tool place surrounding the reduction in the budget for staff Professional Development. The Professional Development budget reflects the cost of actual courses and many of the courses we access such as CMS and Microsoft in Education are provided free of cost by the DOE. This year we had many staff attend Teach Well and Sounds Write PD. Next year Teach Well PD will be over 2-days and provided to all staff. Therefore, the costs are greatly reduced. Professional Development involving coaching is reflected in the casual staffing days.</p> <p>Moved to endorse 2024 Draft Budget as presented.</p> <p>Moved Nigel Herbert, Seconded Helen Dempsey, Accepted.</p> <p><b>Workforce Plan</b></p> <p>This document was presented to the members and discussed.</p> <p>All staff teaching contracts have been issued.</p> <p>Our School Psychologist will be taking maternity leave in Terms 1-3. We are appointing a fixed term psychologist Terms 1-4 (2-days per week). ICT Network Officer vacancy is about to be advertised as our previous officer has resigned from the position. Our current fixed-term officer has indicated he will apply for the permanent position.</p> <p>Continuing with Learning Support Coordinators and School Chaplain.</p> <p>MCS job will be advertised early 2024, to backfill Kathy for 12 months while she is on Long Service Leave.</p> <p>We will run a teacher pool in 2024 to create a pool of where we can appoint permanent staff as well as have access to teachers interested in fulfilling fixed-term roles throughout the 2024 school year. Our workforce profile from 2019 to 2023 reflects the level of experience amongst our teaching staff. We now have a significant number of senior teachers. Although our number of Level 3 teachers has decreased, this is reflective of the success our teaches are having in successfully winning promotional roles within the DOE and other external agencies.</p>	<p>Next budget update will be the operational budget presentation in 2024</p>

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CULTURE AND COMMUNITY	ACTIONS
<p><b>DOE Behaviour Policy and Makybe Supporting Positive Behaviour Plan</b></p> <p>The DOE released a new Behaviour Management Policy this year that is reflective of evidence-based contemporary practice. At the heart of the policy is the requirement for schools to take a restorative and educative approach to supporting positive student behaviour. We have reviewed our whole-school plan to ensure this approach is clearly reflected. Only minor adjustments were required, and they are outlined in the summary document and highlighted throughout the plan. Included in the updated plan is the DOE direction that states that schools must automatically suspend students for incidents such as fighting or filming fights. All schools are now required to have a Good Standing Policy. As part of the review our whole school plan we have also updated our Good Standing Policy.</p> <p><b>AVID Student Success Book Awards &amp; Graduation</b></p> <p>Awards held at 9am on 12 December, Helen will attend to present awards. Graduation event will be held at Ridgeview Secondary College 13 December, Richard will attend.</p>	<p>Karen will email the graduation details to Richard.</p>

GENERAL BUSINESS	ACTIONS
<p><b>Cooking for the Homeless</b></p> <p>Community Warriors will go to Baldivis Secondary College during Week 6 to prepare food that will be distributed to the homeless at the Rockingham foreshore. Thank you to Ali Parolo who has made this possible. Ali offered the use of the BSC facilities and staff after listening to the student leader presentations at the beginning of the year.</p> <p><b>AVID Australia</b></p> <p>We received the following notification from Victoria University today- <i>Victoria University (VU) has decided not to renew its agreement with AVID Center (USA). As a result AVID's current arrangement with your school will cease at the end of 2023. In the shadow of COVID lockdowns, which had a severe impact on delivering professional learning in schools, and the tightening of educational budgets at the school and tertiary level, this is a necessary but difficult decision.</i></p>	<p>Karen and Ali are following up</p>

NEXT MEETING	ACTIONS
<p>Tuesday 12 December @ 7.00am Brother of Mine</p> <ul style="list-style-type: none"> <li>☼ Be You Survey Data (BP Target)</li> <li>☼ Public School Review Overview</li> <li>☼ Board Chair Annual Report</li> </ul>	<p>Karen to book a table</p>

<b>MEETING CLOSED 6.55PM</b>
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