# SCHOOL BOARD MEETING MINUTES

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| **Date:** | **Tuesday 14 May 2024** |
| **Venue:** | **School Library** |
| **Time:** | **5.00pm – 7.00pm** |
| **Invited:** | **Jane Caforio (JR) (Chair), Michelle Pedlow (MP) (Deputy Chair/Board Secretary), Jane Rowlands (JR) (Principal), Matthew Wright (MWr) (Deputy Principal), Jemima Salisbury (JS) (staff member), Kim Powell (KP) (staff member), Owen Linehan (MH) (staff member), Rebecca Hunt (RH) (P&C Representative Co-Opted Member), Marcus Dabner (MD) (parent member), Sarah Lambert (SL) (parent member), Kerrie Chapman (KC) (parent member), Alice Mills (AM) (parent member)** |
| **Apologies:** | **Mark Walters (MWa) (Deputy Principal/Board Secretary)** |

**Observer:**

| TIME | ITEM | ACTION | WHO |
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| 5.00pm<br><br>(5 mins) | Minutes from previous meeting - noted<br><br>• Acknowledgment of country<br>• Apologise from MW<br>• Minutes from previous meeting - noted<br>• Greetings to Kerry Chapman | | JC |
| 5:05pm<br><br>(15 mins) | **Item 1: Principal Report - JR**<br>Annual report<br>Industrial action impact on the school<br>Swimming impact on the school:<br>• Discussion<br>TheirCare:<br>• Reduction in number of parent communications<br>• Heating for Undercover Area<br>• TheirCare to be visible at P&C events<br>School Photos:<br>• Feedback has been focused on price, view before paying<br>• School photos are in Banksia<br>Absences:<br>• Increase in the number of people requesting time off for holidays<br>Year 6 Camp:<br>• Successful camp new tradition where the school waves the students off<br>• Nanga Bush camp - Under new management where the usual activity providers aren't able to continue in the location.<br>• Feedback from the students is that the camp was hugely successful | • Feedback to Kapture on cost and access to photos before buying them. | JR |
| 5.20pm | **Item 2: Statement of Expectations and Terms of Reference - JR** | Statement of expectations have been noted | JR |

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| (5 mins) | - Outlines what we need to do as a school and what the Department provides to allow us to do.<br>- Statement of expectations presented and noted | Terms of reference noted | |
| 5.25pm<br>(5 mins) | **Item 3: Business Plan - JR**<br>• Business Plan presented and noted<br>• Business Plan presented and noted<br>• Proposal to put out an executive summary each year with the priorities | Business Plan noted. Develop an executive summary on the business plan to send out to the community | JR |
| 5.30pm<br>(10 mins) | **Item 4: Finance - JR**<br>• Presented One-Line Budget funding model<br>• Presented funding agreement<br>• Presented Student Centred Funding<br>• Discussion around funding for students for with special needs<br>• Discussion on the Complex Behaviour Support. With focus on students ADHD including processes<br>• Discussion about lower student numbers in Kindergarten and Pre-primary and the long term planning for students numbers. | Funding Agreement noted | JR |
| 5.40pm<br>(15 mins) | **Item 5: P&C Report - BC**<br>• Presented P&C funding with a purpose of being used for the basketball court<br>• Canteen update:<br>  o Policies for P&C including health and safety and template for incident reporting<br>• Fundraising update:<br>  o Mother's Day<br>  o Comedy night<br>• Events calendar to be reviewed<br>• Book Fair:<br>  o Big response from the community. One Book Fair this year.<br>• Sustainability:<br>  o Recycling station, sustainability policy, composting<br>  o Discussion around sustainability within the school. Intent is there, logistics are things that need to be worked through.<br>  o Working Bee - WA Scouts are invited and the P&C is putting on food | Sarah volunteered to work with Sustainability with the P&C and the School | RH |

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| | o P&C day this coming Friday | | |
| 5.55pm (15 mins) | **Item 6: Data Review - JS**<br>• On-Entry Data testing was presented.<br>• Goal to improve reading against the state medium for 2025<br>• 2024 Focus: (1) on embedding PLD and Hegarty programs in Kindergarten and Pre-primary (2) refine Talk for Writing (3) Focus on EALD students<br>• Discussion about the On-Entry test and comparing to state averages.<br>• Discussion around catering for EALD students | For noting and discussion | JS |
| 6.10pm (20 mins) | **Item 7: ICT - AI in schools - MP**<br>• Presented Artificial Intelligence in primary schools - key considerations (2 Year road map)<br>• Discussion about AI in schools and being contemporary in how we manage and teach the students.<br>• Critical thinking and creative thinking are things that we need to focus on when using AI.<br>• Discussion about to bring parents on board with understanding and using AI.<br>• Tabled AI Road Map<br>• tabled IT budget and PL plan | Investigate Professional Learning for teachers using AI. Take AI in schools road map to the Future Technology Committee. Consider including Mark McGinty | MP |
| 6.30pm (10 mins) | **Item 8: Policy Updates - JR**<br>• Mark will be leading a review of the Behaviour and Engagement Policy. Department has realised an updated Behaviour and Engagement | Behaviour and Engagement review committee. School Board volunteers: Bec, Sarah, Kim, Owen, Jemima | JR |
| 7:00pm (10 mins) | **Item 10: other Business**<br>• Parent option survey discussion - BC<br>• Forum redevelopment update - SO<br>• Basketball Courts, update expected soon - JR<br>• Rotary Proposal - Rotary School Values Award - JR<br>• Mandatory Training - JC<br>• Merit Certificates discussion - MB | Investigate Rotary Award giving money to a foundation of the child's choice | SL<br>JR<br>JR<br>JC<br>MWr |
| | **Thank you to Board Members**<br><br>**Meeting Close** | | |
| | **Board Meeting Dates 2024**<br><br>**Term 2 Week 5 (14 May) and Week 9 (11 June)** | | |

| | P&C Week 6 (21 May) | | |
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| | Term 3 Week 7 (27 Aug) | | |
| | P&C Week 6 (20 August) | | |
| | Term 4 Week 4 (29 Oct) Week 8 (26 Nov) | | |
| | P&C Week 6 (12 November) | | |

| School Board Sub-Committees | MEMBERS |
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| Future Technology at Floreat Committee | Matthew Wright (Chair), Jane Rowlands, Gemma Cronan, Claire Shoebridge, Tony Brown, Michelle Pedlow, Marc French, Adam Georgiou, Jeremy Smyth, Paul Georgiades, Owen Linehan, Rebecca Hunt & Jemima Salisbury ( to update) |
| Behaviour and Engagement | Mark Walters; Penelope Hickman + TBA |

| Board Members | Type | Length of Term | Expiry |
|---|---|---|---|
| Jane Rowlands | Principal | NA | NA |
| Jane Caforio | Chair | 3 years | End T1 2025 |
| Matthew Wright | Deputy Principal | 3 years | End T2 2026 |
| Kim Powell | Staff Member | 3 years | End T2 2026 |
| Jemima Salisbury | Staff Member | 2 years | End T3 2025 |
| Owen Linehan | Staff Member | 9 months (remainder of Michelle Hart's term) | End T3 2024 |
| Sarah Lambert | Parent | 3 years | End T4 2026 |
| Michelle Pedlow | Parent | 1 year | End T4 2024 |
| Kerrie Chapman | Parent | 2 years | End T1 2024 |
| Alice Mills | Parent | 2 Years | End T1 2025 |
| Marcus Dabner | Parent | 3 years | End T1 2025 |

**Actions Register**

| Action | Who | Date |
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| DEI response to survey ongoing. | JR | Ongoing |
| Distribute training links to Mandatory Training–Board members to complete before the next meeting. | MWa | |
| Forum redevelopment | JC and SL | |

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| Feedback to Kapture on cost and access to photos before buying them. | JR | |
| Sarah volunteered to work with Sustainability with the P&C and the School | SL | |
| Investigate Professional Learning for teachers using AI. Take AI in schools road map to the Future Technology Committee. Consider including Mark McGinty | MWr | |
| Establish a Behaviour and Engagement review committee. | MWa | |
| Investigate Rotary Award giving money to a foundation of the child's choice | JR | |