

Kyilla Primary School Board - Minutes Of Meeting

Thursday 18 March 2021

GOALS:		<ul style="list-style-type: none"> • Focus on High Quality Teaching and Learning • Promote a safe and supportive learning environment that optimises conditions for learning • Strengthen family and community relations and p[artnerships • Effective use of data to drive decision making • Effective allocation of resources to improve outcomes for students • Build a culture of leadership amongst students and staff 		
TIME		Meeting	Action:	Who:
4.00pm	1.0	Welcome and apologies - Lee		
		<p>Attendees: Jo Hine (Principal), Sandra Sheridan (Manager Corporate Services), Lee Beatty (Chair Person), Rebecca Stuchbery (Deputy Principal), Courtney Bridge (Deputy Principal), Alix Roberts (Parent), Sophie Woodley (Parent), Blake Luff (Parent) and Travis Sprigg (Parent)</p> <p>Apologies: Julia Young (teacher), Ami Price (Parent)</p> <p>Welcome back to the board for 2021 and we welcome on board Courtney Bridge and Travis Sprigg.</p>		
	2.0	Confirmation of Agenda - Jo		
		Agenda confirmed		
	3.0	Disclosure of Interests - Jo		
		No disclosures		

	4.0	Minutes of Previous Meeting - Jo		
		Previous meeting held 3 December 2020 Approved: Lee Seconded: Sophie		
	5.0	Matters arising from last meeting - Lee		
		Nil		
	6.0	Finances		
		<p>Budget 2021 Reports and proposed budget was distributed prior to the meeting Sandra gave a quick rundown on the Student Centred Funding Model (SCFM) and how the school is resourced based on the students that attend the school. Proposed budget was discussed</p> <ul style="list-style-type: none"> • How can we reduce costs especially in the utilities area <ul style="list-style-type: none"> ○ Look at the cost of solar panel and the benefit to the school ○ Do they reduce the cost of electricity • The amount of funding the P&C provides via the market <ul style="list-style-type: none"> ○ P&C contribute a large amount to the day to day running costs of the school by purchasing items allowing the school to direct these monies elsewhere. 	<p>Look into the cost/benefit of schools with solar panels</p> <p>Provide a 2-3 year plan of big ticket items for the P&C to provide eg new playground.</p>	<p>Sandra</p> <p>Sandra and Jo</p>
	7.0	Statement of Expectations		
		<p>Jo discussed the Statement of Expectations and discussed its replacement of the Delivery and Performance Agreement(DPA) This document describes:</p> <ul style="list-style-type: none"> • What is expected by the Director General, of the school • What is expected of the Independent Public School (IPS) Principal in the way of a Performance Agreement • What we (The School) can expect from the Department • Signed by the Director General, The Principal and the Board Chair 		

8.0	Business Plan 2021 -2023		<p>The Draft Business Plan 2021 – 2023 was distributed to members.</p> <p>Document</p> <p>The new business plan will be larger than the previous one with a fold out (similar to 3 xA4 sheets)</p> <p>Comments</p> <ul style="list-style-type: none"> • Expectations in PBS to start with the students and staff and then will move out into the community • We are embedding the PBS language in the school • Getting great traction with all the strategies in the business plan • Vision statement to be more visible – can we put this on the front page • Look at putting the motto with the vision <p>Discussion was held regarding the School’s targets</p> <ul style="list-style-type: none"> • Targets are mostly mandatory ones • As a board we will delve deeper into the targets on a subject and a year level.
9.0	Building Update		<ul style="list-style-type: none"> • Moving of the transportables was delayed and didn’t get put into place until after the Christmas Break. • Removalists moved the Saturday before staff returned to school • This made getting the classrooms ready a challenge • We had a few teething problems with the sewerage pumps but everything is going well now. • School is making better use of the park at recess to allow for not being able to use the nature play area at the moment • Kindy and Pre-primary students are still making use of the ECE playground whilst we still have access to it • Jo, Sandra and Scott have met with the Architect, Dept. of Finance and Dept. of Education staff regarding the building <ul style="list-style-type: none"> ○ Development Approval(DA) should be out by April ○ Tender process will commence after DA is given ○ Start date has been pushed back to mid to late August ○ Only queries that have been received in relation to the DA have been in regard to the fencing and whether there will be a loss of trees. ○ These have been addressed.
10.0	National School Improvement Tool		<p>The National School Improvement Tool was developed by Geoff Masters as a tool for schools to measure how they are going.</p> <p>Tool is broken down into nine domains and we are to give ourselves a ranking as low, medium, high and outstanding</p> <p>We have completed this assessment in 2017, 2019 and again in 2021 and the results compared.</p> <p>Summary of results</p>

		<ul style="list-style-type: none"> • Use of data to inform teaching has increased and collaboration has increased across the split year groups, which is working very well. • Learning Culture – we are looking at what we can improve <ul style="list-style-type: none"> ○ Lateness(even 5 mins. a day) impacts on a student’s learning ○ Will address this again via connect • Targeted use of resources – <ul style="list-style-type: none"> ○ Conversation around Maths and the program we have been accepted into (Empowering Leaders of Maths). Program is on the teaching of mathematics and mathematical thinking ○ Focusing on extension and the delivery of extra-curricular activities – main issue at this time is space to conduct these activities and we will have to restrict numbers. 	Reminder of the schools expectations regarding the start of the day and starting learning to be put out via Connect	School
	11.0	Other Business		
		<p>Prefect Selection</p> <ul style="list-style-type: none"> • The bulk of our feedback has been positive • Previously election of prefects has been by popular vote (popularity contest) and some really great students have missed out • More students applied this year and they needed to meet some prerequisites in order to be added to the selection pool. • We are working with the Year 6 students about being leaders/showing leadership • Feeling is that this new process has empowered the students to act eg. We have a couple of students taking the initiative themselves eg. Containers for Change and fundraising for Perth Childrens’ Hospital. • Suggested we check with the Students/Families at the end of the year regarding feedback on the process. <p>Student Council</p> <ul style="list-style-type: none"> • We are looking at setting up a Student Council • Students will put themselves forward for selection, will not be a popular vote • Likely to be Semester based selection • Possibly to take these students to Parliament House <p>Suggestion that leadership be incorporated into End of Year Awards.</p>		
		<p>Board Chair</p> <p>This position will be up for renomination in the middle of the year</p>		
		<p>Branding</p> <p>Blake passed on some positive feedback on our rebranding</p>		

		<p>Connect</p> <p>Some feedback received about Connect</p> <p>Few teething problems around use of the app as opposed to using a web browser</p> <ul style="list-style-type: none"> • App – Notifications only • Web Browser – can see notifications but also <ul style="list-style-type: none"> ○ Access the Library ○ Submit absentees ○ Access the classes <p>Data is kept by the Department so more secure than other Apps where data may be kept offshore</p> <p>Mt Lawley Senior High School also uses Connect. Can see all your children in one place</p> <p>Preferred option for the school, especially in the event we need to go to online learning</p> <p>Ability to safely communicate with both parents and students</p> <p>Due to issues with our website (not able to upload to it at present) and whilst waiting for our new one to be completed all information/ newsletters etc are contained in Connect</p> <p>Parents are slowly getting used to it</p>		
	11.0	Meeting Closed / Next Meeting		
6.15pm		Next Meeting: Thursday 6 May 2021		
Signed: Board Chair _____				Principal _____
				Date __/__/__