



Glengarry Primary School

Doveridge Drive
DUNCRAIG WA 6023
ABN 58 442 651 305

Telephone (08) 9448 4866
(08) 9448 4481
Facsimile (08) 9447 5678

~ School Board ~

School Board Meeting – Monday 11th June 2018

Present: Peter Meston, Simon Korzec, Carol Larkin, , Leeann Reid-Munce, Hardik Gandhi, Adrian Schonfeld, Jenny McFarlane, Paul Fuller, Gayle Kimpton

Meeting opened at 7:00pm

Apologies

Kerryn Ellis, Emily Taylor,

Introduction/ Welcome

- Community Observer: Gayle Kimpton introduced herself. Gayle is keen to be involved and support the school with her many years of experience.

Minutes of Previous Meeting

Minutes were endorsed without amendment
(Endorsed: first: Jenny, seconded: Hardik)

Business Arising from Previous Minutes

- COMPLETE : Simon to report on response rates to past school performance surveys. Simon reported that the past responses to the school survey have provided robust statistics.
2012: 106 responses from 210 families = 50%
2014 128 responses from 246 families = 52%
2016 100 responses from 257 families =40%
- Incentives – Voluntarily School Contribution
School Board Members identified options they had investigated for incentives to support increased levels of voluntary school contributions.
Simon - approached Microsoft but they declined at this time.
Leeann – Approached Glengarry Coffee House that is looking to provide a years supply of coffee at one coffee per week over 52 weeks. To be confirmed.
Leeann is approaching Glengarry IGA for a shopping voucher to be confirmed.
Peter – Confirmed 4 x family passes to Shrek the Musical at Stirling
Adrian – Meeting with Western Australian Ballet for tickets to be confirmed.

ACTION: All incentives to be finalized by Wednesday of week 9, 27th June 2018 to be published in the week 9 newsletter. Letters to individuals through School Bag.

- ACTION COMPLETE: New School Board Members Bio's have been added to the website.

Business Arising

Delivery and Performance Agreement

- Peter outlined a summary of the document and need for sign off by the Board Chairperson.
- Simon outlined the sections that detail the role of the school board and shared these roles for clarity and discussion.
- It was noted that the review would be at the end of the three year period
- The board discussed how the school ensures it is addressing the need to be socially inclusive and addressing disadvantage.
- The opportunity to have a contact for the school board on the school website to enhance parent's access to the board was raised and agreed.

ACTION:

- Simon to create a generic email address for the school board that will be listed on the school website. The Board Secretary to manage emails as correspondence in at Board Meetings.
- Peter to organize for the contact details to be listed in the next Newsletter for parent information.

Business Plan Review

- For the Boards information, Peter discussed that the business plan was going well. That the operational plans are supporting the business plan targets.
- Peter explained that a full review of the Business Plan will be at the next board meeting, were teachers will provide reports. Peter was very confident that the plans were progressing well.
- Simon noted that the review of the raw NAPLAN data would be expected in August.
- Paul noted that NAPLAN would be online in 2019/2020 which would allow for a faster turnaround of results allowing adjustment of teaching in a faster period.
- Peter noted that the school uses a range of data to inform teaching.

Finance Review

- The finance review meeting was held on 11th June, Adrian was present as the School Board representative.
- Peter discussed the One- line and comparative Budget.
- Discussions from the finance review meeting included:
 - expenditure accounts and lease payments. An extensive planning meeting is scheduled for the ICT team late in the week to look at leases going forward.
 - Paul informed the board that the ICT needs of the school are a major investment. The ICT Team would discuss the non negotiable needs, mobile devices; mix of devices, looking at what best meets the learning needs of the

students. The meeting would focus on what's most appropriate rather than more money.

-currently 76 devices are up for renewal.

- Paul outlined an opportunity that was available to the school through Apple Australia to pilot one to one devices for each student in the year ¾ class. This initiative is no cost to the school for a 2 week trial period to enhance teacher professional development and pilot the project with students. The trial is about understanding what works best from a teaching and learning perspective to achieve learning outcomes. The trial had proven effective in other schools.
- It was noted that there was no plan for a BYO device policy at the school. Also any decisions about platforms and devices would be driven by teaching and learning outcomes.
- Adrian noted the school had received a \$25,000 grant for shade sails. Also noted was the staff development budget was still to be fully expended.
- Simon noted that a grant was possibly available for upskilling of Staff in STEM initiatives – Minister Dave Kelly Announcement of 3.3million available for 1200 staff.
- Paul mentioned that two staff had attended a 'Teachers can Code' staff development program.

ACTION: Paul to write a section for the school newsletter about the ICT opportunity /pilot for parent information.

(Endorsed: Adrian, seconded: Hardik)

Parent Charter/ Code of Conduct

- Peter presented the draft parent charter that was developed by staff. The charter clears the space for proactive communication.
- The charter gives a clear outline on communications between parents and teachers and creates a consistent message from teachers, with support for set hours.
- Role out of the charter would be through the parent information night, and school newsletter.

ACTION: Peter to release the Charter for community /parent comment through school bag newsletter. Comments ready for the end of week 3, Term 3 ready for the next school board meeting.

National School Survey

- Peter shared survey with the Board for their information.
- Simon noted that the survey is produced by the Education Department and is a set survey (cannot be changed).
- Comment fields can be added for Strongly Agree, Disagree and general comments to seek further clarification to improve survey findings and resulting actions.
- Simon suggested the option to workshop findings with students.
- Discussed question re gender field on survey and whether it was required or should be expanded.
- Survey to be sent out early term 3 and returned to the school board week 7 term 3.

(Endorsed: Jenny, seconded: Paul)

ACTION: Paul agreed to discuss the gender field question on the survey to seek clarification or change from the Department of Education.

General Business

- Peter informed the Board he would be on leave for 7 weeks next term. Paul would be Acting Principal during this period.
- Leeann suggested sharing articles of interest between the Board.

ACTION: Peter to share Board email addresses, Board Members all agreed to have personal emails shared with the group for information and articles related to the board.

Meeting closed: 9:00 pm

Next meeting: Monday, July 30

Signed as a true account;

Mr Simon Korzec
School Board Chair