



# Glengarry Primary School

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## ~ School Board ~

### School Board Meeting – Monday 14<sup>th</sup> August, 2016

Present: Peter Meston, Janet Iacomella, Simon Korzec, Teri Lane, Troy Visser, Mark Gabbitus, Carol Larkin, Kerry Ellis, Megan Northover

Apologies: None

Meeting opened at: 7:03pm

#### Minutes of Previous Meeting

- amendment to Business Arising from Previous Minutes – “... swimming carnival may require a new qualified swimming assistant next year”

#### Business arising from Previous Minutes

- School Uniforms: Peter noted that we are still trying to get the correct uniform tartan from new supplier; likely this will be ready to view at next P&C meeting
  - School Induction Policy: this has been amended; proposed that policy will be reviewed every three years
- Endorsed by: Teri; 2<sup>nd</sup>: Mark

#### Surveys

Parent:

- Peter noted that the response rate was approximately 50%
- Peter noted that survey results are likely compared across schools but that he had never received feedback on surveys from DET
- Teri noted that one of the themes seemed to be concerns about bullying; discussion around this point suggests: a) there needs to be a clear shared understanding between carers and school about the definition of bullying, and what students should do at school when they need help as well as what behaviours the school cannot effectively address (e.g., cyberbullying on social media outside of school)
- Peter noted a second theme was that the School wasn't taking parent opinions seriously; Mark suggested that it would be good to clarify ways that parent opinions could be communicated to the School
- Actions: Peter and Janet to organize a community forum, involving the chaplain in some capacity, for the 4<sup>th</sup> term to talk about bullying policy

and discuss issues such as cyberbullying outside of School; inclusion of note in the School newsletter with link to bullying policy on webpage; Simon to write a letter in the School newsletter to reiterate that parents can communicate with School Board members anonymously at any time to raise concerns about the School

#### Students

- lowest rated item concerned management of student behavior; to find out more detail about this, Kiara Sinclair asked Year 5& 6 students to discuss what this question meant to them and to recommend actions to improve the situation; these are currently being followed up on

#### Staff

- School development day focused on the three lowest scoring questions (staff opinions taken seriously; staff receive useful feedback about work; staff are well supported) and developed several actionable outcomes including a suggestion box, establishment of workload committee, creation of a staff advocate role, and development of a procedure for generating items for staff meetings

- all members of the board noted that levels of satisfaction with the School were generally high across parents, students and staff

#### Board Survey

- Peter noted that this would be released online early in Term 4

#### Business Plan Update

- Carol reviewed literacy progress in areas of spelling, reading and grammar; reviews of each of these areas were conducted by collegial groups along with DET consultant; common theme was to ensure a consistent approach across years was maintained; spelling: focusing on transition from spelling words correctly in isolation to correctly during writing; reading: program bolstered by purchase of additional home readers and comprehension resources; grammar: focusing on transition across years from wonderful words to wonderful sentences
- Carol noted that there was potential to hold a parent's night to discuss literacy with carers as there had been for maths earlier in the term
- Megan reviewed maths progress; noted there is concerted effort to push mid-range students up; good communications and cyclical monitoring of maths program via teacher communication with Maths committee and vice-versa; focus for students was on ensuring there was time for proper reflection and understanding of fundamental concepts (via iSTAR – Stop, Think, Act, Review); like literacy, emphasis on common approaches across the School; promotion of math interest and skills in students via interschool Numero, Mad Maths Day and inclusion of maths-related links in newsletter
- Megan noted that while the language of maths was not tested directly, understanding of this language was assessed indirectly via maths problems that could only be answered correctly by understanding the language

### **Finance (SCFM) Update**

- Peter noted that DET strongly advocates that monies from current budget year be spent on current year students; as a result, about 98% of budget spent so far; about \$9K remains unallocated in the context of a \$70K reserve fund

### **Contributions and Charges 2016**

- Peter notes that a parent has donated Microsoft products to the School and suggested these could be used as raffle prizes to encourage payment of voluntary contributions
- Endorsed by: Megan; seconded: Troy

### **Contributions and Charges 2017**

- Peter proposed changes for 2017 that involved small increases in limited areas
- Endorsed by: Teri; seconded: Mark

### **School Development Days 2017**

- mandatory days: Jan. 30, Jan. 31, Dec. 15
- Peter proposed three additional days: Apr. 24, June 2, Oct 9; Peter noted that these days do not align with Duncraig HS but this is because DHS has different operational priorities
- Endorsed by: Kerryyn, seconded: Janet

### **Early Close of School for Parent-Teacher Interviews**

- Peter proposed early close to occur in Week 10 of term 1 (April 3, 4, or 5)
- Endorsed by: Megan; seconded: Mark

### **State Minister for Education information session**

- to be held at the Sorrento Rowing Club on Monday 19<sup>th</sup> September at 6pm; Simon to attend

### **General Business**

- thanks to cross country events organizers and the Perth Arena for making the cross country and “one big voice” events very successful and enjoyable
- a late notification was received by Simon regarding the 2016 Education Awards; it would be beneficial to work ahead next year to prepare submissions and to publicize this award; Peter noted winning such an award would be very positive for the Schools’ reputation in the community
- Megan noted about 2/3 of carers have signed up for Skoolbag app (which focuses on push notifications and alerts) while Connect (which focuses on content and online resources) rollout is ongoing
- School computer facilities are being used for a computer club which has been well attended
- Simon has written a letter on behalf of the Board to Will Veldman to thank him for his wonderful work at the School