



WEST LEEDERVILLE
PRIMARY

Board minutes

October 16, 2018





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Subject:	West Leederville Primary School Board Meeting
Time:	6.pm to 8pm
Date:	October 16 2018
Location:	Staff room
Chair:	Andrew Porter
Apologies:	Nicholas Savatovic (NS), Mark Etherington (ME)
Attendees:	Lisa Wade (LW), Ryan Hathrill (RH), Michael McInerhoney (MM), Shelley Thompson (ST), Tahnee Davies (TD), Aine Sommerfield (AS), Barrie Harvey (BH), Nicole Addison (NA) Christy Kailis (P&C representative).

Time	Item and summary of discussion	Actions
	<p>Welcome Meeting was opened at 6.00pm. AP welcomed all to meeting</p>	
	<p>Confirmation of agenda All agreed</p> <p>Disclosure of interest None</p>	
	<p>Minutes of previous meeting NA thanked for drafting and communicating the last Minutes. Motion that the minutes from the meeting held on August 28, 2018 are a true and accurate record. RH moved motion. Seconded by BH.</p>	
	<p>Associated action items</p> <ul style="list-style-type: none"> • Board training module 4: Board completed the reading. There were no comments. • Contributions and Charges: One error was pointed out by MM (PEAC charges were listed as for Years 4, 5 and 6, but are only relevant to Years 5 and 6. All Board members accepted the Contributions and Charges. Moved by RH. Seconded by TD. 	
	<p>Priority Items</p> <ul style="list-style-type: none"> • NAPLAN data presentation NAPLAN data presented by ST. Year 3 students achieved at levels comparable with like schools, with the exception of spelling and writing. Year 5 students performed equal to or better than like schools in all areas. Progress from Years 3 – 5 was largely positive, with numeracy and reading being in the top right quadrant (higher progress - higher achievement) and the other three assessment areas being lower progress - higher achievement). 	

	<p>The school’s approach to the data analysis and ‘what would be done next’ was shared. Staff have already participated in one data analysis session, and data coaching will take place during POL meetings in early November. Targeted teaching will be used to address student needs.</p> <p>Board members viewed the percentages of students sitting in particular proficiency bands, with a focus on comparisons with like schools.</p> <p>A discussion of how the spelling and writing data is being addressed. These areas for improvement have been previously identified, and programs (Talk 4 Writing and Words their Way) have been implemented as whole-school approaches.</p> <p>Questions/issues that arose:</p> <ul style="list-style-type: none"> - It is the view of parents that we have not performed well in NAPLAN. There is a particular concern that Year 3 parents are disappointed in the achievement of our students in spelling and writing. - Some parents feel that staff are not approachable and they are unable to discuss their child’s NAPLAN results. A number of parents have approached TD with concerns. The ‘complaints handling’ process of the school was discussed. - A question arose from TD: is it okay that 30% of our students are at the national average in Year 3? (the national average being approximately Band 4). Is that good enough? - A statement made from TD initiated some discussion: it is important for there to be consistent teaching in each year level. LW explained her current aims with her workforce plan for next year. Different teachers have different strengths, and these are taken into consideration when workforce planning. In addition, this is ensured through collaborative planning time, team-teaching, whole-school plans and associated professional learning etc. <ul style="list-style-type: none"> • School Survey All members of the Board agreed to reconvene on Friday 2nd November at 8am for an extraordinary Board meeting to discuss the results of the school survey. 	<p>LW to reflect on this feedback and communicate something in the next newsletter.</p> <p>LW to communicate the process of ‘complaints handling’.</p>
<p>6.50pm</p>	<p>Correspondence</p> <p>Nil received.</p>	
<p>6.50pm</p>	<p>Principal’s report</p> <p>LW discussed some elements of her report:</p> <ul style="list-style-type: none"> - NAPLAN - Teachers Can Code professional learning - Year 5 information session with John Burke - The Athletics Carnival (positive feedback – best carnival 	<p>Noted by Board</p>

	<p>ever)</p> <ul style="list-style-type: none"> - Her recent involvement in a 360° feedback process. - Workforce planning and the recent 'conversion to permanency' inquiry. 	
	<p>School finances</p> <p>Cash report and One Line Budget Statement circulated to Board prior to meeting.</p>	Noted by Board
	<p>Other Business</p> <ul style="list-style-type: none"> • P&C Roster TD volunteered to attend P&C meeting. • Message from Board in next school newsletter TD to write the next message. 	TD will attend next P&C meeting to represent Board.
	<p>Next meeting</p> <p>An extraordinary Board meeting will be held on Friday 2nd November at 8am. LW to determine venue. Staffroom will be too busy at this time. Either the meeting room next door or the library.</p> <p>Meeting closed at 8:03pm</p>	<p>AP to email Board to remind and notify those who were absent tonight</p> <p>LW to notify of venue</p>

Signed:

Principal: _____
Lisa Wade

Chair: _____
Andrew Porter

Date: _____

Date: _____

