



WEST LEEDERVILLE
PRIMARY

Board minutes

November 20, 2018





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PRIMARY

Subject:	West Leederville Primary School Board Meeting
Time:	7.15pm
Date:	November 20, 2018
Location:	Staff room
Chair:	Andrew Porter
Apologies:	Ryan Hathrill(RH),
Attendees:	Andrew Porter (AP), Barry Harvie (BH), Lisa Wade (LW), Michael McInerhoney (MM), Shelley Thompson (ST), Tahnee Davies (TD), Aine Sommerfield (AS), Mark Etherington (ME), Nicole Addison (NA), Nic Savatovic (NS)

Time	Item and summary of discussion	Actions
7.20pm	Welcome Meeting was opened at 7.20pm. BH welcomed all to meeting	N/A
7.21pm	Confirmation of agenda All agreed Disclosure of interest AS & ME indicated that their children attend Camp Australia (Priority item).	
7.25pm	Minutes of previous meeting Motion that the minutes from the meeting held on October 16, 2018 are a true and accurate record. SH moved motion. NS seconded Minutes from the extraordinary meeting held on November 2, 2018. - Adjust final bullet point to 'ME didn't agree to adequacy of approach'. - AS & TD indicated that they had completed survey (disclosure of interest) Motion that the minutes are a true and accurate record, once altered to reflect above. AS moved motion. TD seconded	Minutes accepted by all present.
7.35pm	Correspondence Nil received.	
7.35pm	Principal's Report LW-Report was circulated to Board members prior to meeting. - School currently reviewing and analysing targets and the resetting 2019 targets. Will then move onto writing 2019 Operational Framework as a whole staff. - NAPLAN information placed in newsletter as requested by Board. Comment made by Jeremy, Best Performance "put too much emphasis" on data, should be part of a whole	

	<p>range of assessments. LW explained a scenario: when analyzing data, we can filter certain groups eg 4 students on Band 1 spelling (students with learning difficulties and/or disabilities) results in us being within our expected range of performance. Just as high performing students pull data up, students with learning difficulties and disabilities can pull our data down. We understand this/interpret the data and plan for student improvement accordingly.</p> <ul style="list-style-type: none"> - Teacher handover information in newsletter as requested by Board. - Communicating Student Achievement and Reporting to Parents Policy and Parent Communication Record File circulated to Board at meeting. <p>Discussion around teacher/parent communication. LW showed Board the operational documents and policy that staff utilise to arrange and record meetings and communication with parents.</p> <p>-iPad parent information sessions- 11 parents attended each of the two sessions. Students who presented gave a good cross curricular showcase.</p> <p>Good discussion at these meetings included issues such as screen time at school, games, ergonomics, handwriting, spelling and writing.</p> <ul style="list-style-type: none"> - Class structure for 2019 discussed briefly. - Principal secondment clarified. AP suggested further communication to parents re situation. 	<p>LW will send communication to parents re Principal position at end of year.</p>
<p>8:15pm</p>	<p>School finances</p> <p>Cash report and One Line Budget Statement circulated to Board prior to meeting. SH discussed. Budget on track for this time of year, expenditure accounts 80-100% acquitted depending whether they are of on-going nature.</p>	<p>Noted by Board</p>
<p>8.35pm</p>	<p>Priority Item 1</p> <ul style="list-style-type: none"> • <u>School Survey Board Responses to Survey</u> <ul style="list-style-type: none"> - AP thanked everyone who attended the 'out of cycle Board meeting' and also TD for drafting the response to community. - LW and ME also provided draft edits of TD's response document. LW's was circulated as there were multiple copies. -BH noted the survey findings/data was indeed excellent and we have a school we should be proud of. We need to ensure we use the data, not just some comments to be truly reflective of the survey. -General discussion- we need the response to community to not just point out the negative comments. -General discussion around semantics and tone to be used in Board's response the school community. - We met our target. - Board to consider revised version of School Board Update of School Survey via circular. <p>Priority Item 2</p> <p><u>iPad usage discussion</u></p> <ul style="list-style-type: none"> - BYOD information booklet circulated. - Conditions outlining the use of iPads within the classrooms discussed. New Apple Care service explained by MMc which will be trialled soon by. Suggestion for 	<p>LW to email revised version to Board.</p> <p>Commentary from Board to communicated to school community independently from newsletter.</p>

brief synopsis of BYOD document.

- AP suggested to add to 'Teachers will' section
'ensure they are familiar with Code of Conduct.'

Priority Item 3

Camp Australia

- Camp Australia Before and After School Care were recently fined for several incidents including accepting too many students at the WLPS site.
- LW-WLPS told Camp Australia they could not have any more space and recommended a waitlist.
- One more year remaining on contract.
- Camp Aus meeting with DoE next Monday.
- LW to meet with Camp Australia next Tuesday with Janelle.
- Discussion around Board role in this process of selecting out of hours provider if needed.
- Question (AS) Do we terminate contract early due to breach?
- LW- Department have not advised us to do this. Will source more information as it comes to light.

AP will attend meeting 27/11 with LW

Carry item over to next meeting.

****Information not discussed at Board but now known is that the Board Chair does NOT sign off on the Deed of License, it is the Principal.*

9.20pm

Other Business

P&C Roster

AS volunteered to attend P&C meeting.

AP thanked all Board members for their contribution throughout the year. Board members asked to complete a post-year survey. In particular, AP thanked NA & NS for their contribution to the Board at their final meeting.

New staff members will join Board next year.

SH will be on leave in 2019.

BH acknowledged AP in role of Chair.

9.30pm

Next meeting

The next meeting will be on February 12th, 2019.

Meeting closed at 9.30pm

Signed:

Principal: _____
Lisa Wade

Chair: _____
Andrew Porter

Date: _____

Date: _____