



WEST LEEDERVILLE
PRIMARY

Board minutes

July 30, 2019





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Subject:	West Leederville Primary School Board Meeting
Time:	6.pm to 7.15pm
Date:	July 30, 2019
Location:	Staff room
Chair:	Barry Harvie (BH),
Apologies:	Andrew Porter (AP)
Attendees:	Fiona Kelly (FK), Ryan Hathrill(RH), Michael McInerheney (MM), Tahnee Davies (TD), Aine Sommerfield (AS), Judith Curtis (JC), Rochelle Reeves (RR)
Guest:	Allie Jensen(AJ) rep P&C

Time	Item and summary of discussion	Actions
6.02pm	<p>Welcome</p> <ul style="list-style-type: none"> Meeting was opened at 6.02pm. BH welcomed all to meeting 	N/A
	<p>Confirmation of agenda</p> <ul style="list-style-type: none"> All agreed <p>Disclosure of interest</p> <ul style="list-style-type: none"> None 	
6.03pm	<p>Minutes of previous meeting</p> <ul style="list-style-type: none"> Motion that the minutes from the meeting held on June 11, 2019 are a true and accurate record and were approved by email circulation to the Board. 	Minutes accepted by all present via email. Published on website on June 19, 2019.
6.05pm	<p>Priority Item</p> <p><u>Communication committee update</u></p> <p>Board have viewed Framework. One comment was received in relation to end of year meetings. Admin will send info to parents prior to meetings. Parents will have a further 2 week opportunity to respond to the proposed framework. The Communications committee meet once again on the 16th August to finalise the document. The role of the parent reps will be formalised and defined at this meeting. Once formalised, framework will be periodically reviewed and referred to. A suggestion was made for summary to be added to enrolment pack.</p> <p><u>Policy Review schedule update</u></p> <p>Several policies have been updated recently. Policies are reviewed cyclically and on needs basis.</p> <p><u>Behaviour Management including Good Standing addendum</u></p> <ul style="list-style-type: none"> The Good Standing addendum is a new policy implemented by the Department of Education re school violence: <i>"Lets make a stand together"</i>. 	

	<ul style="list-style-type: none"> ○ Students who lose good standing may regain their good standing status. ○ A suggestion was made for the policy to be included in enrolment packs of new students so they are made aware of good standing policy. ○ The Good Standing letter to be edited to include how good standing is attained. <p><u>Good Behaviour management</u></p> <ul style="list-style-type: none"> ○ Very minor changes made to the policy when reviewed. ○ The word ‘caregivers’ is to be added where ‘parents’ are referenced. ○ Now includes good standing information. ○ Teachers are consistent with process of managing poor behaviour in classes. ○ Discussion about role of buddy class, in school suspension and reflection sheets. <p><u>Complaints management including ‘Talking with my school’ brochure</u></p> <ul style="list-style-type: none"> ○ Similar to previous version, with addition of ‘before lodging a complaint’ section. ○ Talking with my school brochure will be handed out at Year group meetings in Term 4. ○ Handwriting policy –WLPS will adopt the SA font in place of the Vic Modern Cursive currently used. ○ Font will be simpler for young children to learn. Progresses to loop in senior years. ○ Suggestion to add in pencil grip information in letter to parents. 	<p>Review Good Standing letter to include how good standing is attained.</p>
<p>6.42pm</p>	<p>Principal’s report</p> <ul style="list-style-type: none"> ● New regulations regarding development of school grounds require all works to be approved by BMW (Building, Management & Works Department). This will impact on the playground improvements planned to date. Once details around tenders and approved suppliers are established, parents will be informed. ● Noted that Chaplain services are in great demand. ● Typing skills- implemented from Year 2 onwards. ● Discussion – Term 4 cybersafety incursion. The plan is to have a provider address students, parents and teachers. 	
<p>6.25pm</p>	<p>School finances</p> <ul style="list-style-type: none"> ● Cash report and expenditure circulated to Board prior to meeting. No queries. <p>FK arrived at 6.27pm</p>	<p>Noted by Board</p>
<p>7.05pm</p>	<p>Other Business</p> <p><u>Before and after school care survey update</u></p> <ul style="list-style-type: none"> ● AS – six parents have offered to be involved in reviewing the current before and after school supplier. The online survey elicited 11 responses. Plan to send the survey out to parents once more for further feedback. ● Parents are identifying alternative companies. 	

7.17pm	<u>Diabetes education</u> <ul style="list-style-type: none"> Two Students have been diagnosed with Type 1 diabetes in last 6 weeks. Diabetes Australia will give a talk at a staff meeting. Will add to newsletter re difference between Diabetes Type 1 and Diabetes Type 2. 	
	<u>School Board Training</u> <ul style="list-style-type: none"> JC will attend. 	
	<u>Report from Board member who attended P&C meeting</u> <ul style="list-style-type: none"> Brief overview of items discussed at meeting. MMc 	
	<u>P&C Roster</u> <ul style="list-style-type: none"> MMc will attend next meeting 	
	<p>Next meeting</p> <p>The next meeting of the board will be on 3 September, 2019.</p> <p>Meeting closed at 7.30pm</p>	

Signed:

Principal: _____
 Fiona Kelly

Chair: _____
 Barry Harvie

Date: _____

Date: _____

