



WEST LEEDERVILLE
PRIMARY

Board minutes

September 3 2019





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Subject:	West Leederville Primary School Board Meeting
Time:	6.pm to 7.15pm
Date:	September 3 2019
Location:	Staff room
Chair:	Andrew Porter (AP)
Apologies:	Nil
Attendees:	Fiona Kelly (FK), Ryan Hathrill(RH), Michael McInerheney (MM), Tahnee Davies (TD), Aine Sommerfield (AS), Judith Curtis (JC), Rochelle Reeves (RR), Barry Harvie (BH),
Guest:	Allie Jensen(AJ) rep P&C

Time	Item and summary of discussion	Actions
6.03pm	<p>Welcome</p> <ul style="list-style-type: none"> Meeting was opened at 6.03pm. AP 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 	
	<p>Minutes of previous meeting</p> <ul style="list-style-type: none"> Motion that the minutes from the meeting held on July 30 2019 are a true and accurate record and were approved by email circulation to the Board. 	Minutes accepted by all present via email circulation. Published on website on August 6, 2019
6.04pm	<p>Principal's report</p> <ul style="list-style-type: none"> Innovative Partners Project – Mim Hawgood and Rochelle Swinhoe have moved in to the implementation phase of this project. Mitch Green and Nic Savatovich conducting a similar enquiry with their students. They are working with their students to investigate flexible learning spaces. Following research, if they wish to make some changes to their classrooms (perhaps with furnishings) they will present their ideas to FK, JC and P&C requesting funding. Students at educational risk (SAER) – growing number of children falling under this umbrella, requiring more resources and time. Over seeing these students Associate Principal Lisa Wade, School psychologist Lauren Gabelich and Chaplain Corali Sala Tana are in great demand with on-going support and management. Leadership – SH and RR have both applied to be included in the Churchlands network aspirant leaders program. WLPS is in a trial to identify and encourage teachers to explore leadership. JC and NA are currently participating in the Teacher Leaders stream of this course. 	

	<ul style="list-style-type: none"> • Observation – Coffee with Leadership initiative has generated low numbers of interested parents. Despite this, the conversations are considered to be a valuable two-way communication channel. It is also important for the community to know the opportunity is available if they wish to accept it. A suggestion was made to add the information for the next Coffee with Leadership morning to the class rep email. 	
<p>6.45pm</p>	<p>Priority Item</p> <p><u>Communication Committee update</u></p> <p>Positive feedback was received from members of school community. TD – final communication document distributed for feedback. No written feedback forthcoming. Committee will continue and review document periodically. FK introduced documents that have recently been released by DoE outlining communication processes.</p> <ul style="list-style-type: none"> • <u>Powerpoint draft for parent meetings</u> <p>Overview and explanation of proposed Powerpoint presentation for the Year group meetings planned for Term 4 was given by FK. Discussion – positive feedback from Board members. A suggestion was made to add a graph illustrating discretionary funding.</p>	<p>TD to provide final version to RG for publishing on the school website.</p>
<p>7.03pm</p>	<ul style="list-style-type: none"> • <u>After school care survey feedback and report</u> <p>Initially only 11 responses received therefore AS re-issued survey to include staff. FK reposted in newsletter. Report presented was distributed to members of the Board via email prior to the meeting. AP acknowledged work by participating parents. Discussion – there was a dialogue of the parameters set by the Board in the investigation and ensuing recommendations by the committee regarding the out of school hours providers. The sub-committee recommended that the School Administration did not renew the OSHC contract with Camp Australia. FK indicated that the report went beyond what she had been anticipating. FK indicated she can extract parent wishes from survey feedback. Various points were raised in discussion outlining the requirements of the parents who use this service and the requirements of the school and impact on the grounds. The point was reiterated that the ultimate decision of rewarding contracts is procedural and lies with school administration. It was noted that WLPS receives substantial funds from Camp Australia for use of the grounds, with additional funding for wear and tear on classroom environment, cleaning and replacement of equipment.</p>	<p>AP & FK discuss to frame Board’s role, responsibility and involvement in awarding a contract to an OHSC company at the school.</p>
<p>7.15pm</p>	<ul style="list-style-type: none"> • <u>Mobile phone & Electronic device policy update</u> <p>Currently, two students at WLPS have mobile phones for medical reasons. A summary of mobile phone policies around surrounding schools was presented. An iPromise agreement for students has been drafted to be signed by those students who require</p>	<p>Policy will be further revised to include storage of mobile phones at school.</p>

	<p>a mobile phone at school. In the junior years the agreement will be signed by the parents.</p> <ul style="list-style-type: none"> Some additional information was suggested to be added to the proposed policy, specifically where mobile phones are to be stored, and that it is the school preference that mobile phones and electronic devices are not brought to school. <u>Board membership</u> TD & RH tenure is due to expire at M2T4. An election process will need to run for these vacancies, although TD & RH are welcome to re-nominate. Mandatory screening by Board members has been undertaken by– BH, RR, TD, AP & RH are to follow up. A brief discussion followed about the number and composition of the members of the current Board. There was agreement to keep the Board at the current configuration. 	
	<p>Correspondence</p> <p>Nil received.</p>	
	<p>School finances</p> <p>Cash report and expenditure circulated to Board prior to meeting. No queries.</p>	Noted by Board
7.10pm	<p>Other Business</p> <p><u>Report from Board member who attended P&C meeting</u> MMc – Just under \$25 000 was raised at the quiz night. Future fundraising ideas were discussed. MMc noted that a small number of parents are shouldering the majority of fundraising and supporting the school through P&C. Playground – a motion was passed that \$120 000 will be contributed to upgrade of the playground.</p> <p><u>P&C Roster</u> AS will attend next meeting.</p>	
7.17pm	<p>Next meeting</p> <p>The next meeting of the board will be on 22 October, 2019.</p> <p>Meeting closed at 7.22pm</p>	

Signed: Fiona Kelly

Principal: _____

Chair: _____
Andrew Porter

Date: _____

Date: _____