



WEST LEEDERVILLE
PRIMARY

Board minutes

August 4 2020





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PRIMARY

Subject:	West Leederville Primary School Board Meeting (virtual)
Time:	6pm to 7pm
Date:	June 16, 2020
Location:	Staff room
Chair:	Andrew Porter (AP)
Apologies:	Claire Hodge (CH)
Attendees:	Fiona Kelly (FK), Michael McInerheney (MM), Aine Sommerfield (AS), Judith Curtis (JC), Barry Harvie (BH), Richard Lilly (RL), Robyn Gilfillan (RG), Derry Simpson (DS), Rochelle Reeves (RR)

Observer:

Time	Item and summary of discussion	Actions
6.04pm	<p>Welcome</p> <ul style="list-style-type: none"> Meeting was opened at 6.03pm. AP welcomed all members of the Board to the meeting and thanked BH for chairing the previous Board meeting. 	N/A
6.05pm	<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 	
6.05pm	<p>Minutes of previous meeting</p> <ul style="list-style-type: none"> Motion that the minutes from the meeting held on June 16 2020 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 July 30, 2020.
6.05pm	<p><u>Priority Item</u></p> <p>Principal's report</p> <p><u>Learning environment</u> – the timber salvaged from the damaged Heritage shelter shed at the front of the school has been stolen and thus poses the question whether it is still relevant to re-build. FK is in discussion with the Department of Education and relevant parties to ascertain this.</p> <p>A Busy bee at the WLPS Community garden, largely organised by MM took place last Saturday morning. Several members of staff and a small group of parents made up the hard working crew. A short discussion took place around how the numbers of volunteers might be boosted for future projects.</p> <p>Suggestions included a direct approach to parents from those on the Board; through FOWLS; the Dad's Army, and holding future Busy bees on a Saturday afternoon or Sunday to avoid conflict with children's sport and other external curricular activities.</p> <p>Professional learning – leadership team has recently engaged in Professional Learning at the Leadership Institute.</p> <p>The PL provides an uninterrupted time to reflect, discuss and</p>	

plan regarding our school's leadership, strategic planning and self-assessment.

Resources – Voluntary contributions have risen slightly to 72% but are unlikely to reach the level usually achieved.

The playground has been completed and the students are enjoying the new facility.

School Survey – Ninety-three responses were received, which is lower than usual. Discussion included that this could be interpreted that parents were quite happy.

The Board discussed different aspects of the responses to questions in the survey. The general agreement was that the responses were overwhelmingly positive. The response to COVID-19 was good, with parents acknowledging an increase in independence of their children and very positive feedback to the staggered start and finish.

Comments around the new communication framework were excellent.

Overall, the responses indicated students are enjoying school and the teachers are held in high regard.

FK will review comments left by parents. One aspect resulting from the restrictions made for COVID-19 is that parents are feeling a little removed because they are not coming into the school as often. The agenda for the next staff meeting will include prompting teachers to continue to communicate through Connect with parents. The school will communicate to reinforce parents still have access to teachers.

The next step, is to survey the students and teachers.

6.38

Business Plan review

FK outlined current mission statements, those of the Department of Ed and surrounding schools for thought and discussion by the Board. Examples were distributed for discussion

DS defined the differences between a vision or ambition, mission statement and values or beliefs to the members of the Board and how they form 3 tiers:

- the **vision** is quite simple and audacious; a motto or catchcry, for example “every child every opportunity” as is currently used in our publications.
- the **mission** would sit underneath this and is about that commitment to excellence explaining how we do what we do for the vision.
- **values** or **beliefs** are the elements held true as a school ie. who we are.

Once values and beliefs are defined students could be quoted on what these mean to them.

AP acknowledged the efforts of the leadership team and members of the Board in the process of developing a new Business Plan.

<p>6.55pm</p>	<p>Other Business</p> <p>Recently, the sale of alcohol on school premises during school events has been discussed in the media. Consensus by the Board after a brief discussion was that it is managed well at WLPS and doesn't occur at every school event or function; getting the balance right is the challenge ie. raising funds and encouraging parents to attend events vs. role setting for children; events are organized by the P&C and a Board decision on the consumption of alcohol on school premises is unlikely to be binding.</p> <p>DS commented that guidelines around this issue are provided to parent reps about parent gatherings at the start of the year.</p> <p>Uniform rep Shannon Tassell to be invited to attend the next meeting to discuss issues around the current uniform and suppliers</p> <p>Cash Report No queries or questions</p>	<p>Invitation to be extended to Uniform Coordinator, Shannon Tassell to attend next meeting.</p>
<p>7.08pm</p>	<p>Next meeting</p> <p>The next meeting of the board will be on September 8 2020.</p> <p>Meeting closed at 7.08pm</p>	

Principal: _____

Signed: Fiona Kelly

Date: _____

Chair: _____

Andrew Porter

Date: _____

