



WEST LEEDERVILLE
PRIMARY

Board Agenda and Minutes

March 22, 2022



West Leederville Primary School Board 2021

Delivering Educational Excellence – Every child, Every Opportunity



WEST LEEDERVILLE
PRIMARY

Subject: School Board Meeting Location: Webinar
 Time: 6.00pm – 7.15pm Chair: Mrs Derry Simpson (DS)
 Date: Tuesday March 22, 2022 Apologies: Robyn Gilfillan (RG), Cindy Kennedy (CK), Claire Hodge (CH)
 Attendance: **School:** Principal: Sheri Evans (SE), Deputy Principal: Michael McInerhoney (MM), Teacher Representatives: Judith Curtis (JC), Rochelle Reeves (RR).
Parents: Richard Lilly (RL), Jarrod Dunning (JD).
Community: Shyam Drury (SD),
Visitors: Julie Ballantine (JB)

Time	Item	Documents	Purpose	Led by	Recommendations	Minutes	Actions
6.00	Acknowledgement of Country Welcome			Chair			
6.02	Introductions of Members and Apologies			Chair			
6.05	Introduction of Community Member as Visitor			Chair			
6.07	Disclosure of Interests			Chair			
6.08	Minutes of meeting	Meeting minutes	Make: for approval (minutes)	Chair	Minutes of the 22/03/22 meeting to be approved and endorsed		
6.10	Nominations for Board Chair				Make: for approval Continuation of Derry Simpson		

Administration agenda items						
6.15	Review Statement of Expectation	Statement of Expectation	Review	Board Chair		
6.17	Review Code of Conduct	Code of Conduct	Review	Board Chair		
6.20	Principal Briefing	Principal's Report	Inform	Principal	Update on COVID	<p>COVID</p> <p>The school is doing everything it can to keep the community informed and to ensure continuity of learning. Teachers have submitted forward planning, which is being used in the event that relief teachers take over classrooms. This is helping to ensure continuity. This is something that could be shared with the Board or parents. We are therefore very well-placed to continue our teaching and learning programs. However, the use of relief teachers, without such detailed planning, does not have a long-term impact on student learning.</p> <p>There is a focus on maintaining community trust through our management of COVID. There are regular communications with parents, but as the caseload increases, this is going to become unsustainable. There is a lot of work happening late at night and on weekends. We are currently working on streamlining our processes to make this more manageable, while maintaining this high level of communication.</p> <p>The DoE has been very clear in its unwavering expectation to keep schools going and to ensure continuity of learning. This has been very challenging for our school and for other schools. It is becoming impossible to maintain focus on instructional leadership when managing COVID is at the front and centre of all that we are doing.</p>

						<p>Everybody in the Department is finding the situation difficult at the moment.</p> <p>The Board's support, after the last meeting, was very well received by parents, and appreciated by the school.</p> <p>PRINCIPAL'S REPORT</p> <p>We were very lucky to commence the year with almost 7 weeks of uninterrupted learning. This was not the experience for many other schools.</p> <p>We are now in the midst of our first COVID outbreak and have implemented cohorting arrangements to minimise the spread between buildings. However, there has still been a number of students infectious while at school, and therefore a number of students that we have identified as close contacts.</p> <p>One of the main challenges is that whilst students can come to school if deemed close contacts, teachers may not. Before asking a teacher to return to work (as a critical worker) we must have exhausted all other avenues. 'Continuity of Learning' is not a sufficient reason to deem a teacher a critical worker. Therefore, we have had large numbers of relief teachers in the school. The relief teachers we are using are mostly very familiar with the school and students and fortunately so far, we have been very lucky to not have to collapse classes.</p> <p>Two 'permanent' relief teachers have been employed for the remainder of the term, as a 'fall-back' plan in the event that we are not able to cover classes.</p> <p>We have endeavoured to be consistent and to keep the same relief teachers in the same</p>	
--	--	--	--	--	--	---	--

						<p>classes. This has been unavoidable in one particular class. There is an extreme shortage of relief teachers at the moment and there are often late cancellations. The Associate Principals are best placed to manage contingency plans. We are very lucky as the disruption to our school is very minimal compared with other schools</p> <p>Online COVID-19 Information Forum. About 100 people watched the forum live, and approximately a further 2,500 watched the video. The forum was organised in response to community sentiment – which was that they lacked trust in the school and the COVID procedures it was putting into place. The forum involved network schools. Thank you to the Board for suggesting the forum, and to Derry Simpson for organising and managing it.</p> <p>Swimming Lessons and Carnival To manage the COVID-19 risk, we intentionally booked 'link' buses to attend lessons and the carnival – to maintain our cohorting arrangements. The swimming carnival was managed slightly differently in class groups rather than faction groups. There are some lovely photos for parents available on the app – as they were not permitted to attend.</p>	
6.30	Finance Report		Inform	Principal	One Line Budget to be released 22 March 2022.	<p>The One Line Budget came through today. Our enrolments are slightly down from 2021.</p> <ul style="list-style-type: none"> • 557 enrolments 2022 • 579 enrolments 2021 • 553 enrolments 2020 <p>There is one less class in the school structure this year and a fourth Kindergarten class was not required or offered.</p>	

						<p>The Education Assistants at WLPS are now working full days and were acknowledged for their work.</p> <p>A Level 2 School Officer process is being run and two senior teachers are being released from their classes to coach the staff.</p>	
6.35	Semester 2 2022 Attendance Report	Semester 2 2022 Attendance Report	Inform	Associate Principal (MM)		<p>Compared to the last few years there is a 1% difference in student attendance with around mid 90% attendance.</p> <p>Less people are travelling overseas due to COVID.</p> <p>Staff are aware of students at risk because of poor attendance.</p>	
6.40	Confirm Date for Open Board Meeting		Discuss	Board Chair	Proposed for Meeting 1, Term 4 (25 October 2022)	<p>The Open Board meeting will be held at the first meeting of Term 4, when the chances of a 'face to face' meeting, rather than webinar is more likely.</p>	
Strategic Agenda Items							
6.45	Focus 2022	Focus 2022	Inform	Principal		<p>The Strategic Direction comes from the Department of Education over a 4 year period.</p> <p>Each year it is broken down into priorities and we employ a whole school approach.</p>	
6.50	Public School Report	Public School Report	Discuss	Principal		<p>The majority of areas – systems and processes were commended and in particular the evidence.</p> <p>The reviewers were concerned about our data and were unsure why our processes weren't translating into results.</p> <p>We were presented with a 3 year review with a strong imperative to improve our data.</p> <p>Shyam is coming on board to support us with our Numeracy data.</p> <p>Our whole school programs needed to be more streamlined.</p> <p>The teaching staff are committed to doing a few things differently and refining processes.</p>	

7.00	Strategic Priority Area: Teaching		Inform	Principal			
7.05	Annual School Report		Inform	Principal	Submission date has been delayed to Wk 5 Term 2 due to COVID	Usually, the report would be finalised and ready for sharing with the Board. COVID has put the process behind and a submission date has been moved to Week 5 Term 2.	
7.07	Reconciliation Action Plan (RAP)	Reconciliation Plan	Inform	RAP Team Leader: Julie Ballantine		<p>RAP Committee</p> <p>Julie Ballantine came to discuss the RAP Committee which comprises of 9 members – teachers community members and parents. JB acknowledged our admin team who are working really hard behind the scene. Writing the RAP (Reconciliation Action Plan) with advice from the parents, students and staff (through survey), accounted for most of the committee's time in 2021.</p> <p>The RAP was formally endorsed mid-January. COVID has modified many student activities and consequently the focus has been directed to Professional Learning. Activities have been planned for Reconciliation Week.</p> <p>The focus is on building relationships with our local Noongar community. DS suggested she may be able to assist in this area. JB thanked her for her assistance. The Noongar seasons are displayed in the library as they change, but also we post it to our Facebook page.</p> <p>We are looking towards signage around the school promoting the Noongar seasons. RL thanked JB for her energy and input to the RAP committee.</p>	
	General Business						
7.15	Close			Chair			

