

EDNEY PRIMARY SCHOOL BOARD

Supporting Excellence

204 Newburn Road HIGH WYCOMBE WA

(08) 9454 8377

Edney.PS@education.wa.edu.au

www.edneyps.wa.edu.au



MINUTES OF SCHOOL BOARD MEETING

Meeting No. 6/2017

Edney Primary School Library

Tuesday 29th August 2017

1.0 Welcome and apologies

Present: Aaron Chaplin, Kate Malkiewicz (Chair), Jodie Van Der Zwan, Maureen Wignell, Karina Mallard, Lauren Irving, Susan Swaby, Stacey Brown, Tambri Farrar, Erica Moore

Apologies: Jill Durant, Stephen Price, Phil Mutter, Steve Rapps

Observers: Charis Calleja, Kathryn Johnson

Meeting opened at 6.00pm

2.0 Disclosure of interests

No real, perceived or potential conflicts of interest were identified by any member in relation to items on the agenda.

3.0 Minutes of previous meeting

3.1 Previous Minutes accepted as true and correct. Moved- Lauren Irving 2nd Karina Mallard.

3.2 Actions arising

- Decision making policy to be finalised.
- School development days to be worked on when we have confirmation of how many days will be allocated next year.

4.0 Humanities & Social Sciences/Sustainability

Kathryn Johnson presented an overview of Humanities and Social Sciences (HaSS) Curriculum and Sustainability priority.

The way that we teach HaSS has changed – it includes History, Geography, Civics and Citizenship (from Yr 3) and Economics and Business (from Yr5). There has been a gradual implementation of each area. The HaSS curriculum is skills driven and focused on key concepts. It is inquiry based using a problem solving approach which is relevant to real life problems and enables children to develop the skills to be able to find out.. It can be integrated with some of the other Learning areas such as English, Science and Mathematics.

Edney PS has developed a scope and sequence to provide teachers with information to assist with their planning. The school has a range of resources for History and Geography but there is not a lot of resources for the other areas.

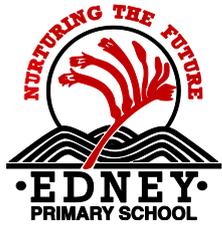
Sustainability – is about thinking about the future and includes problem solving for ecological and social justice issues.

It is a cross curriculum priority. Kathryn demonstrated an example for her classroom that included Mathematics and English learning area outcomes.

Sustainability is a priority at Edney and we are part of the Sustainable schools WA alliance.

Term 2 PD day the staff were involved in hands on activities. Every class ran a sustainability lesson which was displayed in the library. We launched the Edney Eco warriors and hosted a Sustainable School Network meeting.

Edney Eco warriors – students across the school take on some of the sustainability activity around the school. Revegetation activities – donations from parents to revegetate the nature play area.



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We were also successful in our application to participate in Birdlife Australia's "Plant a Banksia".

Recycling – the school has co-mingled recycling which commenced this year. Battery recycling competition between classes. Waste-free Wednesday- encouraging students to bring lunch without using plastic wrapping.

The Future – resources for HaSS will be further developed. Sustainability – there is a lot of scope to continue to develop other areas.

Kathryn's presentation will be made available on the Connect community.

Question – how do you integrate English? – Kathryn explained how the inquiry skills are literacy based.

5.0 Class Placement Policy

The policy was established in 2015. The policy is open and transparent and parents are provided with the opportunity to put in requests. This year has been the first year that we have been able to organise the classes in to single year level classes. Aaron explained that there is no disadvantage for classes that are multi-aged, however a split class is not popular with parents and teachers and there can be a stigma around them.

Aaron presented the draft class organisation for 2018. There will be four classes of Kindergarten – which will be in two classes attending alternate days. This will allow for 3 Pre-primary classes the following year. Where there are numbers over then it is usually only one or two and there will be extra resources available for those classes.

6.0 Analysis of NAPLAN data

Aaron presented the NAPLAN data for our school this year.

Our results show that they are good but not as good as we would like. Year Three students haven't done as well as we usually expect however this is a different cohort. The Year Five students made good improvements and their progression from Year 3 in 2015 to Year 5 in 2017 shows high progress and high achievement. This is the first time the results have shown both.

In all areas we still have an upward trend.

The staff will now analyse the data in order to make plans to address areas of need.

The presentation will be available on Connect showing the graphs for each area.

7.0 Workforce Plan

The Board are asked to consider the Workforce Plan which is aimed at supporting the achievement of our targets in the Edney 2020 Business Plan.

Aaron presented the Workforce Plan to the Board.

There is an introduction of who we are, what we do and our values. There are three identified possible areas that may impact the Workforce plan.

Suggestions

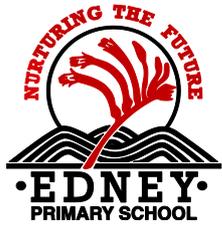
- change beginning to "begins" in the third column
- suggestion to add "family" to the statement – "The school aims to position itself as a hub for services for children and families..."

"Our Plan"

Suggestion – "more explanation of the gaps needed" or add a sentence to explain.

Permanent Workforce

There is a goal to have 90% staff permanent. Some of the planning points will be addressed by the



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Workforce Committee as to how we will address these issues.

Increasing staff numbers will need to happen as we grow. We aim to close the gap between head count and FTE.

Full time workforce – there is only 40% of teachers work fulltime, 20% of EAs. There are some benefits for working part time however there are times when this costs the school. We want to shift the balance to 60/40 permanent/part-time.

Succession planning – The average age of staff is going down.

Retirement will be an issue for us. Currently, there about 2 retirements per year.

There will be a change to the point about notice for retirement to – “Notice consistent with the industrial agreement however 1 term is desirable”

Leave – managing leave is complex. Staff must take their LSL within two years, which can be difficult to manage.

Workforce Profile – Aaron answered questions to explain the future position profiles.

Recruitment, Selection and Retention – some questions about the “Equitable and representative balance across our staff...” Aaron will include the data to explain those preferences.

Career Support at Every stage

- Suggestion– include a statement about Performance management.

8.0 Board Awards

The Board are asked to discuss and consider the establishment of an Awards Program for the school similar to the WA Education Awards, but in-house. This would allow:

- Nominations from any member of the school community;
- A far easier nomination process;
- Recognition for staff, students and school community members;
- Promotion of the Board as integral to the mission of the school.

Aaron has looked at nominating staff for the WA education awards however it is quite a lengthy process, so there was a thought that the school could develop their own awards endorsed by the board. Anyone could nominate a staff member, volunteers and could include students.

Board members were asked to think about how the awards could work. Feedback next meeting.

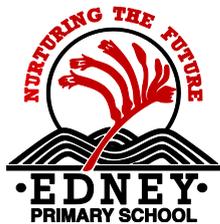
9.0 Reports and operational matters

9.1 **Finance** – Board members have been given the reports, there were no questions.

9.2 **Staffing Report** – There are two new employees. We have appointed Rachelle Cook as our Library Officer. It was a very competitive process. We have appointed Deanna Hoy as our AIEO after another competitive process.

Colin our Gardener is on Annual Leave – and Steve Rapps is filling in while he is on leave.

The Network Support officer position has been advertised and the panel is currently reviewing the applications.



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9.3 Buildings and Grounds
Block 4 will be recarpeted this weekend.
10.0 Other Business
Behaviour and Bullying survey to be sent out to the school community and will bring the result to the next meeting. Suggest that there is a definition of bullying included to make it clear for parents.
Parent member vacancy – Rachelle Cook – has vacated her position due to becoming a staff member. Please encourage suitable parents to nominate.
Neil Bextrum our adopted digger passed away on Sunday. He is Bev Mitchell’s brother. He has attended all of our ANZAC and Remembrance Day services.
10.0 Next meeting
Tuesday 17 th October 2017, 6pm
11.0 Roundtable Evaluation
Tambri gave an evaluation – Mrs Johnson provided an interesting presentation for HaSS. We have looked at NAPLAN and class placement and workforce plan. Plan for Board awards is a great idea.
12.0 Meeting close
There being no further business, Lauren thanked all members for attending and declared the meeting closed at 7.34pm