

EDNEY PRIMARY SCHOOL BOARD

Supporting Excellence

204 Newburn Road HIGH WYCOMBE WA

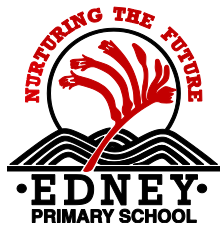
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MINUTES OF SCHOOL BOARD MEETING	
Meeting No. 4/2018 - Tuesday 7 th August 2018	
1.0	Welcome and Apologies
	<p>Present: Aaron Chaplin, Kate Malkiewicz (Chair), Jodie Van Der Zwan, Stacey Brown, Lesley West, Shauna Reynolds, Lana Wallace, Stephen Price, Lauren Irving, Steve Rapps, Susan Swaby, Shane Rumball.</p> <p>Apologies: Sarah Douglas, Karina Mallard, Kathleen Whisson</p> <p>Meeting opened at 6.00pm Confirmation of Agenda</p>
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 – Steve Rapps, 2 nd Lesley West
3.2	<u>Actions arising</u> No Actions arising.
4.0	Code of Conduct and Meeting Conduct Guidelines
	<ul style="list-style-type: none"> Board members were asked to revisit the Code of Conduct. Aaron suggested that we could put together a simple version of the code of conduct that could be displayed during the meetings. Aaron presented the group norms that are used in Leadership and other meetings within the school. There was a comment on the inclusion of confidentiality, in that the minutes are available publicly, however it was further suggested that confidentiality is important because the minutes don't necessarily show who said what. The board is presented as a group to the community – members reflect the decisions made as a group. We do deal with some confidential things and the board can sometimes learn things before staff and the school community so it is important that confidentiality is maintained. "Suspend judgement" and "Respect the right to pass" norms were explained. Aaron will provide members with the list of the School Board group norms. There was a suggestion that the group norms should be referenced in the Code of Conduct and Terms of Reference. <p>Motion – Kate moved the motion– "That the Edney School Board Meeting Norms be adopted and be referenced in the Code of Conduct and the Terms of Reference" Stacey Brown Second – All in favour.</p> <p style="text-align: right;">CARRIED</p>
5.0	Survey of the School Community
	<ul style="list-style-type: none"> Aaron presented the survey that the school has to conduct every two years. This requirement is a federal government funded initiative. We can't change what is in the survey, but we can add to it. Since we have to do this anyway, it is an opportunity for the Board and the school to find out what the school community want and need. Question regarding the student survey – the Year 5 and 6 students will be given the



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opportunity this year, and generally they will be taken into the computer lab to complete.

- Suggestion that Wellbeing and Social/Emotional questions could be included.
- “Is your child respected?” was also suggested as a question for the survey.
- Discussion, regarding providing an incentive to complete the survey.
- The survey will be sent out this term. Board members will be asked to help encourage people to complete the surveys.

6.0

Marketing Plan

- Marketing plan – to market our reputation and enrolments. Board members were asked to discuss and make suggestions regarding marketing of the school.
- What would be interesting would be to go to people that we don't capture and ask them what they think. There are boundaries – if people live in those boundaries then we have to take them, there are some shared boundaries with High Wycombe and Dawson Park and Maida Vale. Parents have a lot more choice now. We take everyone who applies to come to Edney if we have a place and we need to maintain places for students who move into the area.
- Discussion about how much marketing is needed, in the case that we might get too many enrolments.
- The look of the school and the website give a good impression. Real estate agents and sporting clubs are avenues. The school Fair will be a good marketing event. Day care centre, playgroups and opportunities for new parents to find out about Edney. Local library and gym. Community newspapers, often have school specials.

7.0

Approve the Assessment & Reporting Policy

- The school has to have an Assessment and reporting policy. There are some mandated requirements in the policy.
- Discussion about what is included and some suggestions were provided.
- Amend - On Entry – to reflect the mandated assessment in Term 1. Term 4 is an option for teachers to use.
- Suggestion to change Individual Education Plan (IEP) and Group Education Plan (GEP) to Case Management Plan (CMP). Students at Educational Risk (SAER) to be changed to Students Requiring Additional Support.

Motion – Kate moved the motion – “The School Board approve the School Assessment and Reporting Policy, with amendments as minuted.”

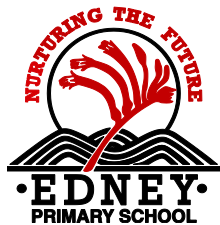
Second Shane Rumball. All in Favour.

CARRIED

8.0

Approve the English Plan

- The English plan is the oldest plan in the school. The new English plan replaces that document. With the implementation of the WA curriculum, we didn't necessarily understand the curriculum, and this plan provides a guide for English teaching and learning. There are links to the Business plan. It is in the same format as the Maths Plan.
- Aaron explained the different areas of English that form part of the English Block. Reading strategies area explained in the plan and the progression of how they are taught through the year levels. The programs are not the curriculum - the programs are resources to address the curriculum.
- Aaron explained the layout of the plan. The year level pages include the achievement standard for a “C” level for the year, with the WA curriculum descriptors. The strategies,



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supports and resources provide information for what teachers use in class in their teaching and learning programs.

- Discussion regarding the wording of “by the end of year 5 the students will be able to..” may not be clear to the school community. Suggest that a preamble is added to explain the achievement standard.

Motion Kate moved the motion- “ The School Board approves the Edney PS English Plan, pending minor adjustments to the preamble regarding achievement”

Lesley West second. All in Favour.

CARRIED

9.0 School Board Awards Nominations

- Aaron has received a few school board nominations. There have been two nominations so far. We wanted to highlight that even if a staff member has been nominated previously they can still be nominated again. Board members were asked to consider nominating staff or speak to the community to put in the nominations.
- Discussion about putting out the information again and possibly sending out the nomination form to families.
- Suggestion that previous nominees who didn’t “win’ the award could be renominated.
- Suggestion that Kate could send emails to people who have nominated previously to let them know that they can nominate again.

10.0 Why Purpose Matters

Members discussed the book “Why Purpose Matters” with the questions.
What is our school like? In what ways is our school like Finserv in the beginning of the book? In what ways is it not like them?

11.0 Edney Day

- Edney Day, discussion about what could be included in the day. The idea of the day is that it is an amazing school day, celebrating the school spirit. Through class programs and parent involvement. “The Edneyist day of the year”
- Suggestions for fun and engaging activities – science, planting kangaroo paws, messy mud, nature play and loose parts, picnic with families, food, icecream.

12.0 Class Structures and Placement Policy

- Aaron presented the proposed class structure for 2019. There was a discussion about “split” or multi-age grouped classes.

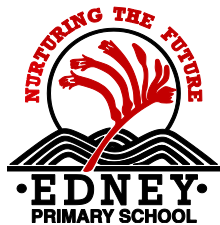
13.0 Reports and operational matters

13.1 Finance – Reports were emailed to Members. Money for the science lab.

13.2 Staffing Report – Fully staffed currently. We are about to advertise for a pool for teaching staff and a Phys Ed teacher as Ms Heyes will be taking up a classroom teaching position in the school next year.

Our School Chaplain has left our school; an opportunity came up near to his home. There will be a new Chaplain by the end of the term. In the mean time we have an excellent student services team. Question regarding the process in involving the Chaplain. It would be good to revisit the roles of Chaplain when we have a new Chaplain.

13.3 Buildings and Grounds – The new science lab is fitted out and we are in the process of putting together the resources. There will be an official launch.
Room 7 and maybe Room 8 will be refitted with vinyl. Room 8 and 9 will be Kindy next year and



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EC3, EC4, EC5 will be PP next year.	
14.0	Other Business
Due to time constraints there was no opportunity for other business.	
15.0	Next Meeting
Week 8 Term 3 - Tuesday 4 th September 2018 6pm	
16.0	Meeting Close
There being no further business, Kate thanked all members for attending and declared the meeting closed at 7.46pm	