

**EDNEY PRIMARY SCHOOL
BOARD**

Supporting Excellence

204 Newburn Road HIGH WYCOMBE WA

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www.edneyps.wa.edu.au



MINUTES OF SCHOOL BOARD MEETING

Meeting No. 2/2021- Tuesday 16th March 2021 meeting started 6:03pm

1.0 Welcome and Apologies

Present: Kate Malkiewicz (Chair), Rebecca Coslani, Shauna Reynolds, Kathleen Whisson, Shane Rumball, Lana Wallace, Colby Poyner, Linley Martin, David Balfe, Lesley West, Deb Scanlan

Apologies: De-Ana Mitchell, Stephen Price, Natalie Goodfield

Observer –

Meeting opened 6:03 pm

Confirmation of Agenda

Fair well to Lana Wallace as of next meeting and thanked for her contribution, Welcomed the new members who will be coming as of next meeting and the members who have stayed on.

2.0 Disclosure of interests

No conflicts of interest in relation to matters before the Board.

3.0 Minutes of Previous Meeting

3.1 Previous Minutes accepted as true and correct.

Moved – David Balfe Second - Lesley West

3.2 **Actions arising**

No actions arising.

Emails about tenures for when everyone's new tenures will be finishing and starting.

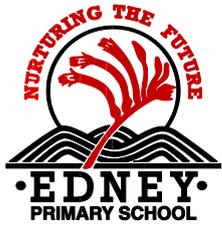
4.0 2021 Annual Budget

The budget hasn't been received so as of the 23 March 2021 when it comes in that will be brought to the board.

Talked about the census and how the school is funded between the federal and state government. And how each student is funded individually due to ethnicity, disability / special needs and programs in the school.

5.0 Third Party Online services

Rebecca- Talked about the notes that have gone out to the parents and how the policy changed to mean that schools need to fill out the form's, so they know what data is going out to the public about the students. The majority of our children have returned the notes. The department has looked at all the third-party services that we use and how are they using the student's information, How and what is being stored and what it is being used for.



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The traffic light system about how they are labelled red – we cannot use, Orange explicit/ how the information is collected- we can use with permission and Blue needs no permission.
We have programs that are in with the department as requested programs for the school and we have to wait till the education department comes back to us with a yes or no on use.
Permission forms will come out and be for the student's whole time at Edney Primary School to reduce the notes coming home.
Some of the programs that have been used at Edney like Class Dojo and Seesaw will cease to be used as these are on the Red and Orange list.
Talked about how Connect will be used as a whole school program to ease use for parents with children across multiple school being able to use one program.

6.0 2021 School Board Road map

Introduction to the School Road map and asked for any ideas suggestions and told it is a working document so things will change over the year.

It has a curriculum focus at every meeting and the different committees coming in to talk was liked.

7.0 School Board Code of Conduct and Term of Reference

Kate- Intro to the code of conduct and term of reference checking that the new members have seen and read the code of conduct. Talked about how it has been adapted to be just for Edney.

Kate would like to move a motion to approve the Edney Primary School Code of Conduct and Terms of Reference

Moved: Kate M Second: Lauren I . All in favour

8.0 School Board Nominations

Last meeting, we brought up the use of the School Board awards and the way they were supporting and building up the Board image. Discuss the use of the Awards and how they are done and how people are chosen and how some people miss out. The nominations are sometimes the most important thing not so much the award. Lana asked if it could be called the school board Acknowledgements.

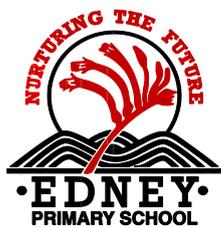
How teachers are thanked outside the realms of these awards and maybe the awards are too frequent and too many.

Maybe an award for going above and beyond, make it like a merit certificate where the students are more involved with who receives it.

Maybe a semester awards or at the end of the year.

Bec talked about how all the teachers are at different levels in their career and some are young in the career and some are more into leadership roles.

Could it be a morning tea where all the teachers are supported and congratulated on their jobs?



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Also, a discussion about the community awards and how. All people in our community are recognised cleaners / teacher's aides/ gardeners.

Do we need to print out more brochures and award nominations forms to go home at certain points in the year?

We as a board need to be able to step up and make nominations ourselves and encourage all the parents via some form Facebook or email or a form. Knowing the community possibly sending out a form twice a year in paper form.

Bringing back the staff appreciation / world teacher day is also a suggestion. Can the board come and hand out the award slips at the gates or to the students?

Can the board members introduce themselves at assemblies when they are back?

Tabled till the next meeting the board members to go away and think about what they want and a final decision will be made and voted on at the next meeting.

Trying to keep the profile and the momentum of the board going. Possibly a notice board for the board somewhere visible to all parents.

Raise a motion to support the continuation of the board award pending amendments at the next meeting

Moved: Kate Second: Linley

9.0 Review and approve the 2020 Annual reports

Discussion:

Bec because of Covid we won't have the amount of Data that would be needed to make a complete report. We did a lot last year, but it will be paired back and show all the things that we did achieve last year.

Moved till the next meeting in Term 2

10.0

10.1 Financial Report.

Nothing to report

10.2 Staffing Report.

Di Carlshausen has chosen to accept a position at FSEPS and this position will be advertised in a short time and we will miss her and she has done an outstanding job above and beyond her normal job so thank you Di.

10.3 Building and grounds Report.

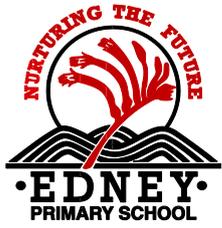
Nothing to report

11.0

Other Business

The Draft Student mobile phone policy:

Rebecca:



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We have added the apple watch into the policy and the policy has been changed to include and the device needs to be on aeroplane mode.

Phones will be locked away and on silent for the day. The students can take the phone out and be used until they are off school policy.

Parents need to sign and seek permission to have a phone on site.

The policy has gone out to staff and some minor changes may be made however it should be out by next term.

The board had resounding support of the policy and support the school in the rules and regulation of this policy.

Connect: Kate M

We started to use it as the board, do we want to still keep using it and how?

Do we have some way to be able to have a way to give new members information and updated rules or documents?

Possibly an email at the end of every year?

Decision to send an email at the beginning of the year when the new tenures start and all the housekeeping information.

12.0 Next Meeting

Week 3, Term 2 Tuesday 4th May

13.0 Roundtable Evaluation

Lana Wallace offered as it is her last meeting

What she took was how intricate the finances and how it is such a balancing act, how the third-party Apps are used, How the board awards in s positive part of the board and how the annual report is coming along.

14.0 Meeting Close

Meeting closed at 7:07 pm