

**School Board Agenda**  
**WEST BALCATTa PRIMARY SCHOOL**

<b>DATE</b>	WBPS staff room	<b>ATTENDEES</b>	<p><b>Parents:</b> Alicia Scaffidi (Chair), Kim Blyth, Steve Pandevski, Trish Van Der Loo, Chris McLaughlin, Amy Rudd (Minutes)</p> <p><b>Staff:</b> Lee Tanner, Daniel Graffin, Damien Cato</p> <p><b>Community:</b> Shari O'Neil , Helen Maitland</p> <p><b>Principal:</b> Caroline Booth</p>
<b>TIME</b>	6pm	<b>APOLOGIES</b>	Helen McAullay (Community)

No.	ITEM	LED BY	DISCUSSION / PROGRESS	ACTION / TIMELINE
1	Welcome and Acknowledgement of country	Alicia	Acknowledgement of Aboriginal and Torres Strait Islander people as Traditional Custodians of this country, and their connection to land and community. Respects paid to our Indigenous people, their culture, and elders past, present and emerging.	
2	Acceptance of previous minutes	Alicia	<p>Hard copy of Minutes of previous meeting provided. Electronic copy as forwarded to Board members.</p> <p><i>Moved:</i> Steve Pandevski      <i>Seconded:</i> Helen Maitland</p>	
3	Principal's report	Caroline	<p>Farewell and thank you to Damien Cato (who will be taking on a classroom position at another school).</p> <p>Principal's report attached to agenda.</p>	

4	Staffing	Caroline	Changes to staffing will be announced in the next newsletter. Lee Tanner continuing in Deputy Position (Congratulations on formal appointment!). Andrew Knight taking leave for Term 1. Position to be filled by Senior Teacher roles spread across teachers, including Daniel Graffin who will be in charge of Digital Technologies and Operations. Opportunity to kickstart curriculum work.	
5	Covid-19 vaccination:	Caroline	All WBPS staff have at least had their first vaccination and most fully vaccinated. Rules for staff vaccination coming into place.	
6	Uniform:	Caroline	<p>Management team attempted to reverse decision regarding red pants however advised by DOE legal team this was not possible. There was ++ investigation into this with legal advice sought. There will now be a transition period of 2 years but school to review this each 12 month period. If stock not sold, school has to accept liability for stock. Offering to new families to see whether there is uptake of the red bottoms. It is possible to purchase generic red shorts from elsewhere but they are not as common as the black.</p> <p>Voting on new school jacket: 2/3 electors voted for Jacket number 2. Unsure they will be ready for Winter 2022. For the interim period, students can be dressed in old red jacket or any red or black jacket.</p> <p>School will be having a second hand red jacket drive. There will be communication regarding this in Term 1. New parliamentarians will be in charge of second hand sales (potential charity fundraiser).</p>	Monitor and evaluate sales
7	Facilities upgrade	Caroline	<p>Early childhood playground will be upgraded over the summer holidays (funded through school grant and P &amp; C) External provider has provided quote (++difficulty receiving quotes).</p> <p>Unsafe pavers near C block will be replaced by the DOE.</p> <p>Awaiting resurfacing of netball courts.</p> <p>Outside basketball courts – someone from within the community regularly upgrades nets.</p>	

8	Budget		<p>See attached. Following discussed:</p> <ul style="list-style-type: none"> <li>• School looking at alternative to leasing iPads (eg. Chrome books). Currently reviewing BYOD (iPad) program. Kim reported she found it easier to use Chrome books at home and good value for money. Trish discussed higher level of security with apple device (but useability of other devices). Helen reported BSHS use Lenova touch screen stylus computer in their BYOD program.</li> <li>• P &amp; C purchasing interactive whiteboards for school.</li> <li>• New gardener being appointed in 2022.</li> <li>• Gemma monitors spending monthly and significant review of spending occurred during term 3.</li> <li>• Budgets to public schools based on a formula that includes population at school – Students at Educational Risk (SAER), Aboriginality of students, Disability, etc</li> </ul>	
9	School testing and results	Caroline	<p>NAPLAN Results:</p> <ul style="list-style-type: none"> <li>• WBPS performed above or in line with like schools</li> <li>• WBPS is a high SES school and has set some ambitious targets.</li> <li>• New targets have now been set and are about students making progress.</li> <li>• Important to look away from averages and set specific targets for individual students.</li> <li>• Would be good to compare WBPS with like schools.</li> <li>• Measures of progress government looked at for students: On-entry to NAPLAN, year 3, year 5 (and year 7 data can be used to inform year 6 progress).</li> <li>• Numeracy: more students with low progress when compared to like schools.</li> <li>• Impact on results – good teaching and learning + stress</li> </ul> <p>Progress and achievement test (PAT) being used for additional information in between NAPLAN and on-entry assessments:</p> <ul style="list-style-type: none"> <li>• Jo Rigg looking at results for years 4-6 and Caroline looking at results for years 1-3</li> <li>• Information helps us know who to target and what to target (scope and sequence of vocabulary in maths).</li> </ul>	Caroline to bring comparison to like schools to next meeting.

			<ul style="list-style-type: none"> <li>• Eg. Problem solving – need to comprehend question and work out which operation is required. Explicit teaching strategies for solving problems likely to benefit students: work out which strategy is best for which problem.</li> <li>• Collaborative accountability – group of teachers problem solve together Tracking document for adding scores, look at scaled scores and track going through</li> <li>• PAT maths testing to occur in Feb and Oct. Year 2 students will sit year 1 test in Feb then year 2 test later in the year).</li> <li>• PAT reading has shown that students’ PA skills are good and this reflected in written text. WBPS show good results in spelling until year 3.</li> <li>• PAT testing is a diagnostic test of what a student is good at, what they can’t do. This can then be used to target education to student need, rather than one specific program for all students.</li> </ul> <p>Overall, we need to focus on weaker areas but keep strengths high!</p>	
			<p>Bus Plan – see attached.</p> <p>National Opinion Survey - 16 people completed</p> <ul style="list-style-type: none"> <li>• Survey fatigue last year</li> <li>• Incentives used in previous years and often far more pushing to get surveys completed. Discussed potential of not surveying population every year.</li> <li>• Timing of survey influencing results</li> </ul> <p>Caroline discussed providing an exit survey to all departing students. Potentially need a different survey for year 6 departing students.</p> <p>Public School Review – WBPS will receive dates next term and will be reviewed in T2</p>	Lee to update logos on surveys.
10	Tenure	Alicia	Everyone currently within tenure. With Damien Cato departing, there is a position available for another staff member. Discussion regarding expectations of board members.	<b>ALL</b> Please send Alicia your bio for the website ASAP

				Please reply to Alicia's emails to acknowledge receipt/respond to queries
11	Community Feedback	Helen and Shari	<p>BSHS – Helen</p> <ul style="list-style-type: none"> <li>Enrolments building. Historically only 10-16 students from WBPS would go on to BSHS. In 2022, majority of WBPS graduates will be attending year 7 at BSHS. 845 students 7-12 expected in 2022.</li> <li>Focus has been on elevating the study skills program and preparing students from week 1.</li> </ul> <p>Shari -</p> <ul style="list-style-type: none"> <li>WBPS proactive school to work alongside with staff striving to do best for students. Board membership has assisted with holistic view.</li> <li>Staff now very aware of literacy goals but ongoing part of process of training new staff – need induction process.</li> </ul>	Board members to think of questions for community members for them to prepare prior to the meeting. Opportunity for regular contribution to board information.
12	Other business		Discussion regarding exercise/fitness: responsibility of classroom teacher however Morning Fitness has returned for years 1-2. Sport ongoing in 3-6. General support for importance of movement/exercise from school board.	
	Next meeting - plan		<p>Meeting dates 2022</p> <p>Week 9 Mondays</p> <p>28th March</p> <p>20th June</p> <p>12 Sept</p> <p>5 Dec</p>	

<b>Meeting Closed</b>	7.10pm	<b>Next Meeting</b>	28 <sup>th</sup> March	<b>Minutes Taken By:</b>	Amy Rudd
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