



Wembley Downs Primary School Board- Minutes

DATE:	2/11/2016	CHAIR PERSON:	Brian Moar
TIME:	1732	EXECUTIVE OFFICER:	Susanne Bradshaw
LOCATION:	Library	PRINCIPAL:	Jenny Hirsch

ATTENDEES:	Jenny Hirsch, Brian Moar, Kerry Blechynden, Sue Akerstrom, Lorenza Minghetti, Belinda Kuster, Susanne Bradshaw, George Tolev, Anna Dennis
APOLOGIES:	Rob Gray

ITEM	SPEAKER	DISCUSSION	ACTION
1. Acceptance of previous minutes	Susanne		Minutes were distributed by email and accepted by BM and DC.
2. Welcome/Apologies	Brian M	Introduced Jenny Hirsch.	
3. Curriculum Focus	Anna D	<p>English Curriculum Presentation.</p> <p>-Anna Dennis is the English Curriculum leader at Wembley Downs Primary School.</p> <p>-Anna attended training sessions at Woodlands PS with Mrs Rebecca Clohessy.</p> <p>-Woodlands PS is the Teacher Development School for English.</p> <p>-Anna's role is to support staff in using the Western Australian curriculum. Anna works with the staff by observing English lessons in the classroom and giving feedback. Currently working on a document that is a how-to guide for teachers.</p> <p>-Anna presented planning documents showing the relevance to the strategic plan and links for teachers to access.</p> <p>-Focus 2016 from the Departments Strategic plan. Writing has been identified as an area that requires strengthening.</p> <p>-Anna's presentation also included the Talk 4 Writing program that involves learning a story orally with actions before the writing task.</p>	

		<ul style="list-style-type: none"> -Anna explained the need for spelling to be taught in conjunction with writing. The current spelling program Soundwaves is phonics based but doesn't address the explicit rules of spelling. Other programs are being investigated. -A discussion about the importance of linking writing, reading and spelling. -Anna spoke about the Operational Plan for 2017. -Successful implementation of curriculum changes requires staff involvement. 	
4.Principal's Report	Jenny H	<p>Principal's Report</p> <ul style="list-style-type: none"> -Jenny introduced herself to the board giving an overview of her working experience and background. -Jenny tabled her report. See attachment. - Term 4 Staff Update: Paul Rosier is the permanent PE teacher. One other vacancy in teaching may be coming up before the end of the year. -Talked about classes for next year and how these are decided. -Kerry and Jenny going to a Funding Training day. -A brief discussion about areas at the school that require updating and maintenance. -David Muir from central office is visiting the school on 4 November to review those areas. The undercover area was mentioned, medical room with no visibility to staff, administration difficult to find and school toilets in urgent need of attention. 	BM to arrange for feedback from the school community on the proposed mottos.
5. Budget/ Endorse 2017 Fees & Contributions	Kerry B Brian M	<ul style="list-style-type: none"> KB presented the budget. -GT explained the increase in swimming price due to increase in entry fee to Bold Park. -JH spoke about the introduction of Smartwords into the 2017 School Contributions and Charges and believes the school should cover the cost. -The English program will not be included in the 2017 charges and contributions. -The school will look at options to fund any programs to be used in 2017. -ICAS discussion about the cost. ICAS cost for year 6s is funded by the school. -GT explained the West Coast cluster program that Kapinara and WD are involved in. It is an extra coat for parents of students that re invited to attend. 	<p>All accepted the budget.</p> <p>2017 Fees & Charges and Voluntary Contributions endorsed as presented with the changes discussed.</p>
6. NAPLAN data	Jenny H	<p>NAPLAN Data presentation (made by Doug Cook presented by Jenny H).</p> <ul style="list-style-type: none"> -Discussion about more time for Learning Support Coordinator to increase in the 	

		<p>classroom.</p> <p>-Writing to become a whole-school focus for 2017.</p> <p>-GT informed the board about extending STEM in 2017 to the PPs.</p> <p>-Other data also viewed- student surveys from 2015 and 2016 and ACER results.</p>	
7. Board Training	Brian M	<p>Board Training</p> <p>-Training with Geoff Metcalf TBC</p> <p>-2 nominees put forward for the positions on the board. Staff position to become available in Term 4 rather than Term 1 of 2017 if the training with Geoff Metcalf is this year.</p> <p>-A School Board Development Program is available for 3 Board members of Independent Public Schools (The Principal, a staff rep and the board chair).</p>	SB and JH to discuss and arrange training for the board.
8. Department of Education Services IPS School Review	Jenny H & Brian M	<p>Independent Public School review has been put off until 2018.</p> <p>-This gives us extra time to assess our targets and if we are achieving them.</p> <p>-BM suggested using another self-assessment tool and using it to reflect on how we are going.</p>	
9. P&C Report	Jenny H	Jenny attended the meeting.	New members to be invited to the next board meeting.

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