

# Beenyup Primary School Board Meeting Minutes

Subject: Board Meeting

Location: Beenyup PS Meeting room – Beenyup PS conference room

Time: 3pm – 4.30pm

Chair: Shaye Mack

Secretary: Rebecca Instance

Date: Monday, 4 September 2023

Present: Shaye Mack, Rebecca Instance, Monique Pepper, Michelle Mader, Rob Coales via phone link

Apologies: Ben Luckens, Leeann Eifler, Chelsea Versaico



Open:

Time	Item	Documents	Purpose	Led by	Recommendations	Discussion	Actions
	1. Welcome and apologies			Chair		Open 3pm	
	2. Disclosure of interests			Chair		Nil	
	3. Minutes of meeting	Meeting minutes from 21/8/23	Make: (for approval)	Chair	Accept	Accepted – DC Second: SM	
	4. Action register		Understand	Chair		Nil	
<b>Administration agenda items</b>							
	5. Correspondence		Understand	Chair		Nil	
<b>Strategic Agenda Items</b>							
	6. Principal's Report	Principal's Report	Understand	Principal		Report included: <ul style="list-style-type: none"> <li>• Board classroom visits to view whole school approaches</li> <li>• Learning Journey</li> <li>• Staffing</li> <li>• Attendance</li> <li>• Public School Review</li> </ul> MM – Board members encouraged to participate in class visits (roster) to raise profile of the Board. Board members can place a couple of Board star cards for successful student skills.	RI to follow up re: Shire President invitation
	7. Financials	One Line Budget Statement	Understand	Principal		Viewed and discussed.	
	8. Public School Review	PSR report	Understand	Principal		Item dependent upon whether school has received PSR report. Not yet received. Board members thoughts on validation day – great day, reviewers very personable and honest. Great process to get feedback from reviewers.	

	9. Half day closure for reporting to parents		Make	Principal	Approve	Term 1 is a 9 week term. Proposed date is Week 8 Thursday, 21 March 2024. Approved.	RI to complete submission for Regional Office approval.
	10. School Development Days		Inform and Make	Principal	Approve	<p>Proposed dates:</p> <p>Term 1</p> <ul style="list-style-type: none"> <li>Monday, 29 January 2024 (mandatory)</li> <li>Tuesday, 30 January 2024 (mandatory)</li> </ul> <p>Term 2</p> <ul style="list-style-type: none"> <li>Friday 26/4 (Wk2, day after ANZAC Day) or 31/5 (Wk7, Friday attached to WA long weekend)</li> </ul> <p>Term 3</p> <ul style="list-style-type: none"> <li>Monday, 15 July 2024 (agreed network SDD)</li> </ul> <p>Term 4</p> <ul style="list-style-type: none"> <li>Monday, 7 October 2024</li> </ul> <p>Last school development day has been voted by staff for trade off.</p> <p>Board approved dates and voted for Term 2 date to be 26/4.</p>	
	11. Contributions and Charges Schedule including Personal Items list 2023	VCC and Book lists	Make	Principal	Approve	<p>RI explained VCC document and Board viewed Booklists.</p> <p>Booklists approved with amendments:</p> <ul style="list-style-type: none"> <li>amend Year 4 booklist to include microfibre cloth</li> <li>remove white board magnetic eraser for Year 3-6.</li> </ul> <p>2024 Charges and contributions document approved on condition that costs on personal items list adjusted based on above amendments to be made for booklists.</p>	Amendments to be made by admin
	12. National School Improvement Tool	NSIT tool	Understand, Inform, Make				Defer to next agenda
<b>Information Agenda Items</b>							
	13. Priority Area presentation	Wellbeing - Champion Life	Understand	Ben Gould		<p>Champion life provides the school with real time data about student social and emotional wellbeing. Students complete this a few times per day. Students are explicitly taught what each of the emotional emojis mean. This supports our wellbeing supports and check ins in place at a class and school level. Trialled in 3 classes for Semester 1.</p> <p>Considerations:</p> <p>Is this normal for the student?</p> <p>Are they presenting in a way that reflects their score?</p> <p>Are there any contributing factors?</p> <p>Any trends/ patterns in a child's score?</p> <p>Results can be a 'one-off' or exception.</p>	School to post about using the Champion Life and include an article in Beenews to promote this tool as part of the school's social emotional wellbeing approach.

					Wellbeing team view results with Deputy oversight daily and used by staff to support student wellbeing. All classes will be using this by end of Term 3.  Body sets support the school's use of brain breaks. There are two types: energise and calm. SM - at what point are parents informed of low scores. BG – after a week of low results, the teacher would speak with the student and discuss this with administration / wellbeing team. Depending on the situation, parents would be informed at this point or following the supports put in place.		
	14. NAPLAN		Understand	Principal		Report discussed with Board. Board members absent from meeting encouraged to email questions through to SM.	
	15. Review school policy on and practice on religious education	Religious education in schools' policy	Understand, Inform, Make	Principal		Schools can provide a religious education program. Principals use this information to set up a religious education program at their school. The School Education Act 1999 refers to two types of religious education that can be provided by a school: <ul style="list-style-type: none"> <li>• general religious education (GRE), a sociological-based study of major forms of religious thought and expression. Religions taught are characteristic of Australian and other societies in the world. GRE can be included in the curriculum of the school.</li> <li>• Special religious education (SRE), based on distinctive religious tenets and beliefs. SRE is taught in public schools by an approved volunteer who is authorised to deliver a particular program. SRE is not part of the general curriculum. Teaching religious education in schools can help students develop respect and appreciation for cultural, social and religious diversity.</li> </ul> The school currently has YouthCare providing Treasure Hunters once a week during lunch time (opt in only) as SRE.	Move to next agenda
	16. Ongoing induction - Setting Direction	Module 3	Understand	Chair			Defer to next agenda
	17. Perception Forum		Inform	Chair		Closed agenda item	
<b>General Business</b>							
	Next meeting		Understand	Chair		Monday, 23 October 2023 at 3pm. Proposed agenda items to be emailed to Shaye no later than 2 ½ weeks before next scheduled meeting for consideration.	
	Close			Chair		Meeting closed: 4.30pm	