

**Board Meetings 9<sup>th</sup> December 2020**

**Agenda and Minutes**

- 1. Commence and end meetings on time.**
- 2. Email agenda prior to meeting and minutes no later than one week after meeting.**
- 3. Forward apologies to team leader when late or unable to attend.**
- 4. See Code of Conduct - As employees of the Department we behave with integrity in all personal conduct and treat all others with due consideration.**
- 5. Be prepared and follow up on assigned tasks.**
- 6. Be an active team member.**
- 7. Use consensus model for meetings**
- 8. Be open, honest and, where applicable, confidential.**

Date: 9<sup>th</sup> December 2020

**Chairperson:** Brad Holme                      **Minutes:** Jenny Cotham

**Attendees:**, Brad Holme, Andrea Edmondson, Bernice Tan, Julie Carlson, Viv Miguel, Jenny Cotham, Karina Meldrum.

**Apologies:** Glynn Geen, Andrew Dunn,

Agenda	Time and speaker	Discussion/Tasks	ACTIONS	
			What needs to be done What needs to be communicated	Who and by when
Thank you	Brad	<p>Thank you to Elizabeth Campbell for organising the end-of-year Celebration Concert. It was a great community event. Board members viewed the concert video on the school website in Latest Links. The concert was very professional and well enjoyed by all.</p> <p>Thank you to Andrea for four years contribution as an active member of the School Board.</p> <p>The Fathering Project Camp received positive feedback from fathers and children who attended the camp. Covid guidelines were followed.</p> <p>Olman Walley – Recognised by parents as important.</p>		

Review of previous minutes.	Brad	Matters arising from previous minutes.	<p>Your Move : Jenny approached the sustainability Committee for interest in leading the project. No-one nominated.</p> <p>Open Board Meeting will be postponed until 2021.</p> <p>Due to Covid and operational demands the School Board has had little time to focus on future strategic planning, however new approaches to Literacy and Numeracy have been discussed and implemented and will be part of the 2021-2023 Business Plan.</p>	<p>Your Move needs to proceed as P&amp;C based and driven.</p> <p>Open Board Meeting Planned for Term 2.</p> <p>Recruit new School Board members for 2021.</p>
Board Membership 2021 & Open Meeting		Consider changing day and time to make it more accessible for majority of members.	<p><b>New meeting time was unanimously voted as Thursday 4:30pm.</b></p> <p>This date/time will need to be advertised so that new members are aware.</p>	Book Term 2 Open Board Meeting.
Student Centred One-Line Budget	Karina	<p>Current operational budget was presented. We currently have a surplus \$170 000 that will be rolled over into 2021. Surplus is as predicted.</p> <p>The budget in 2021 is very tight due to the school's proposed classroom structure. Unfortunately due to student numbers in certain years, we have gone to 20 classes which means an extra approx. \$150 000 to cover the teacher and specialist time. We will not be adding to reserves in 2021 to ensure the budget balances. Our predicted enrolment for 2021 is 598 students For the last 3 years, we only accept in-area enrolments. The budget is based on student numbers. We have increased School</p>		

		Psychologist time and already have extra general educational assistance to support the increasing demand for student well-being support.		
Staff Development Day	Julie	SDD needs to be first day of the Term to align with the Applecross Network.	First Monday of each Term.	Approved unanimously.
Logo & Signage	Jenny	The results of the Parent Survey indicated that only 8 extra votes nominated the Yellow Sun Design compared to the Original Logo. The green Design was significantly lower. There were 220 voters.	The School Board unanimously agreed that since the majority was only slightly greater, that the original logo would remain.  The School Logo will not be revisited for three years.	Latest Links –majority not great enough to warrant a change of Logo for Winthrop PS.  Board will not review for minimum 3 years.
Japanese	Julie and Karina	Japanese / Chinese language. Applecross main feeder high school offers Japanese & French. We have an excellent Japanese teacher on permanent staff. Public Schools align with their major feeder high-school.  Winthrop featured on the DoE languages page as an exemplary school for the Japanese language program.  Value of learning second language appreciated and research supports learning any second language enhances children’s grasp of their first language. Diversity of additional language valued by diverse community.  School Board members spoke about the merits of Japanese/Chinese language but agreed that currently we would remain with the status quo as Applecross SHS offers Japanese.	School Board Supports continuation of Japanese language program.  Value Japanese as it is a quality program with an outstanding teacher.  Cultural immersion program.	Unanimous decision to remain with the Japanese language program.  Bernice - to seek / contact Chinese teacher to offer after school program.  Advertise Ong Sensei’s awards and expertise. – Play it at Open Night. – Put DoE video back on Latest Links for advertisement.  Request Irene to present at Staff PD to demonstrate lesson style to assist staff to support her program.
Maths & English Curriculum	Viv	Previously Tabled.  Change of text book covering Western Australian	Operational School Level Decision to determine Literacy/Numeracy focus in preparation for the 2021-2023	

	Julie	<p>curriculum. Moving from iMaths to Cambridge Hot Maths as staff evaluated different Mathematics Resources against WA Curriculum over a 12 month period. The staff decision was based on an informed decision to ensure a 21 century approach to teaching Mathematics.</p> <p>Letters &amp; Sounds is being introduced in K-2 in 2021 and was trialed this year. Letters and Sounds was introduced into Kindergarten this year and is called 'Cracking the Code'. Excellent results have been achieved and approximately 10 children will require extra support in pre-primary.</p>	<p>Business Plan. Staff Professional Learning conducted this year in Letters and Sounds and Mathematics.</p>	
School Board Effectiveness	Julie	School Board Survey Completed.	Send to Chriss in front office if you didn't complete on the night.	Email to Chris Slape
Thank you	Julie	Thank you whole school team for admiral achievements throughout this challenging year.		
<p><b>To Do Before Next Meeting:</b> -</p>				
<p>Next Meeting: Week 6: 11<sup>th</sup> March – Thursday 4:30pm.</p>				