**SCHOOL COUNCIL MEETING MINUTES**

**Monday 14 June 2021 at 5.30pm**

|  | ITEM | DETAILS /COMMENT | ACTION | WHO / WHEN |
| --- | --- | --- | --- | --- |
|  | Documents Issued | Business Plan 2021-2024 (draft) |  |  |
|  | Meeting Opened | **5.30pm** |  |  |
| 1a | Welcome | Chair: Mark WallaceAttendees: Mike Byers, Bronwyn Baker, Michael Caldwell, Rick Walters (Principal), Tamara Milford, , Nick Vuckovic and Dianne RoseCarly Davis and Alex King joined the meeting via webex at 5.30pm. They were unable to hear the discussion and had to exit at 6.08pm |  |  |
| 1b | Apologies | Callum Morrison |  |  |
| 1c | Conflicts of Interest | Nil |  |  |
| 1d | Minutes of Last Meeting | Point 5 Finance Report: Rick brought additional information regarding payment of voluntary contributions so far this year: Kindy 80% paid, Pre-primary 71% paid, Year 1 to 6 62%. * positive results as we are half way through the year and still receiving monies.
 | Motion: Minutes of the meeting 31.5.21 are endorsed. | Moved:Rick WaltersSecondedDianne Rose |
| 1e | Correspondence Received | Nil |  |  |
| 2 | School Business Plan 2021-2024Update on the IPS process, development of new school business plan, etc. | Present the Board with the Business Plan draft as it currently stands and then run a workshop that allows for Board input into the plan - focus areas, initiatives and success criteria definition.* Additions from the last meeting were added in red for the Board to discuss

Our Improvement Drivers* Rick intends these colours and possibly icons to continue and link throughout the document

Discussion of each area**Pathways to Success*** Increase the STEM ability, engagement, participation and aspiration K-6
	+ How do we measure this?
	+ Is evidence of a STEAM Club evidence of engagement, or photos, portfolios, integrated projects across years?
	+ Rick is considering a bank of tasks across year levels with linked assessments
	+ Are we measuring engagement or skill, qualitative or quantitative?
	+ As students move through grades engaged with STEAM their skill will grow with familiarity
	+ Does the DOE have STEAM standardised judging standards on the SCASA agenda
	+ Allocation of time for Staff to play and trial and error STEAM activities to know what is valuable
	+ Should a success criteria be to develop a measurement framework for STEAM?
* Achieve at or above the minimum standard
	+ Is this a measurement that is clear and able to be targeted?
	+ Rick explained that minimum standard cannot be made into a numerical form as the standard changes each year based on the results of the cohort and like schools.
* Delivery of a whole school plan to address the Aboriginal Cultural Standards Framework
	+ Change wording to Delivery and Implementation
* Demonstrated level of improvement for all students engaged in targeted improvement programs
	+ How do we report against this?
	+ Is there success criteria for each program
	+ Rick noted we can’t quantify a level of success as it is child dependent, children move in and out of programs, they make individual improvements or are referred to other programs
	+ Tam noted that the Board’s role is holding the school accountable to these statements and the progress we are making
	+ How will we present the improvements? Visual indicators – Traffic Lights?
	+ Rick stated that over time the presentation may change as we work out as a Board what works
	+ The Operational Plans will feed off of this document and the data with a more detailed breakdown of planning, resources and assessments.
* All Year 3 and Year 5 students to achieve above National Minimum Standard in Literacy and Numeracy
	+ Is All achievable given some students with disabilities or learning disorders may be below the standard
	+ Rick noted that the success criteria should be achievable but aspirational
	+ 95% is a good measure – allowing for students with disabilities
* Flexible Learning Spaces
	+ Doesn’t always mean in the classroom, includes outdoor classes and possibly using the library if digital technology had another area to use0
	+ Rick suggested funding and setting up an alternative classroom for staff to try out with their students
	+ Plan for it and start the process
	+ Tam noted that it wasn’t necessarily a space but also a pedagogy such as streaming year groups for a subject or one teacher teaching one topic across a year group.
	+ A Glossary on the back page was suggested to explain terminology and acronyms

**Building Capacity*** Leadership
	+ Can a number of Level 3 Teachers be added as a success criteria?
	+ The issue of the amount of work involved and lack of allocated resources and additional DOTT time from DOE was discussed. It has to be a Teacher’s choice to embark on the process.
	+ A leadership program, mentorship within the school and across local schools was suggested.
* High Quality Professional Learning
	+ How do you measure the success of a PD?
	+ Directly through the improvements in student outcomes i.e. Whole school Talk for Writing PD led to improved Naplan Writing scores
* Learning area data is analysed and responded to annually by staff and used to inform practice
	+ What does this mean and is the wording accurate?
	+ Add inform focus areas and operational plan?

**Partnerships*** Maintain an average of 4.0 on NSOS results
* This is a high level as the response range is 1 to 5
* How do we measure growth in cultural responsiveness and inclusion?
* Do surveys pick this up? Do families from EALD and First Nations cultures complete surveys or attend meetings where discussions are in English?
* Is it enough to send out surveys already translated to families first language?

**Evidence Based Decision Making**Success Criteria Point1. Spell out what responded to means
2. Link - seen when budgets are not allocated as they have been historically but instead by data, which shows needs and targets

What is the indicator – the budgeting process in the measure – backwards mapping budgets from Business and Operational Plans1. Operational Planning in place for K-2 and 3-6 phase of learning groups
2. Decision making practices based on evidence – data to back it up. Transparency for the Community?? Data can be DE identified and added to the website in a timely and repeatable manner. Visuals for clarity could be a score card system – traffic lights and possibly a trending arrow.

**Social and Emotional Wellbeing*** Increase regular attendance to 90% or more
	+ 84.6% currently – target is valid
* Safe use of social media –
	+ already being addressed by year 6 teachers and DT teacher.
	+ Cyber Safety workshops for families – Tam mentioned Paul Litherland, and Police workshops
	+ Rick to add the K-6 student wellbeing survey as success criteria

**Vision Statement**Concern that Lathlain’s Vision Statement Successful learners, empowered individuals.* Is not clear or able to be explained by staff or match the new Business Plan

It needs to be* An aspirations statement
* Memorable
* Last the test of time
* Succinct
 | Rick will update the Business Plan from Board Discussions and refer it back to staff.Board Members to research and bring ideas to the next meeting. |  |
| 3 | Board and Community | Mark states that The Board has not been communicating with the School Community since reviewing applications for PrincipalsHow do we become more visible and what do we want to say?* Photos and background information on the School Website
* Board members to present certificates at assemblies when their children are hosting
* Drinks and nibbles were discussed to encourage community to attend the open Board meeting
* Board members to attend Community events on the Schools behalf
* Name badges to be created for Board members to wear at events
* Mark to start a Term Update for the School Newsletter to be sent out as a circular for consideration and additions
 | Photos to be taken at the next Board meeting.possibly individual and groupTam has made a list of Board members and when their child’s class is running assemblyName Badges to be orderedMark to send circular regarding newsletter item |  |
| 4 | General BusinessDiscuss any other business arising | Nil |  |  |
|  | **Close: 7.30 pm** | **NEXT MEETING**: Monday 2nd August 2021 @5.30pmWeek 3 of Term 3 |  |  |