

North Cottesloe Primary School – Board Minutes – Approved at Board 31 October 2023



Meeting Week 7 – Term 3 – 2023 29 August 2023 North Cottesloe Primary School – 6pm Staff Room		
Item	Agenda	Minutes
1.0	Welcome and apologies	
1.1	Opening and welcome Acknowledgement of Country	<i>Board Chair, James Fitzpatrick, opened the meeting at 6:04pm with an Acknowledgement of Country</i>
1.2	Apologies and absentees	<i>Apologies – Sally Erclave In Attendance – Jenn Allsop [Principal], James Fitzpatrick [Chair], Morgan Shaw, Meg Klaver, Helen Knowles, Justin Edwards, John Livingston, Amy Maynard, Jeanette Williams Executive Member [minutes] – Paula Hartley</i>
1.3	Confirmation of agenda	
2.0	Disclosure of Interests	
2.1	Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be raised with the Chairperson prior to the meeting to determine appropriate way to manage the conflict.	<i>None</i>
3.0	Minutes of Previous Meeting	
3.1	Review of Previous Meeting	<i>Confirmation of the minutes from the previous meeting; Approved - John Livingston, Seconded - Jeanette Williams</i>
3.2	Actions Arising from the previous meeting.	<i>Finance – Jenn and Paula to present how Student Centred Funding works to the Board at the next meeting, to give them a clearer understanding of how school funding works</i>

4.0	Correspondence In and Out	
4.1		Nil
5.0	Reports and Operational Matters	
5.1	OLB Finance Statements at 22 August (one week prior to meeting) 2023	<p>The Finance reports were sent out with the Agenda. Jenn Allsop advised the Board of a new Report available which consolidates the information of the other three reports we provided: Minimum Expenditure Report, One Line Operational Budget Report and the Student-Centred Funding Statement. The new report is easier to read and interpret and will be provided at the next meeting.</p> <p>Paula and Jenn will provide the Board with a presentation around Student Centred Funding; how schools are funded and how/where we spend monies. This will be presented at the next meeting in Term 4</p>
5.2	Code of Conduct for Board Members *Reminder	<ul style="list-style-type: none"> • James drew attention back to Code of Conduct, board members speaking to community should be positive and constructive. • Questions arose re: timing of meetings, it was agreed to keep meetings in the evening • Feedback regarding the new guidelines that were recently released to the community has been very positive
5.3	Statement of Expectations 2021 to 2024 * Reminder	<ul style="list-style-type: none"> • Reminder around all board members being across the review and understanding what the Department does, and what we do as a school and board members • Copy in the Connect folder to unpack the SoE as required
5.4	NAPLAN presentation to Board *Data against like schools – like schools 2023 on Connect *	<ul style="list-style-type: none"> • Meg Klaver gave a presentation on NAPLAN results for testing that occurred in March 2023. Comparative data is only compared to like schools this year. All tests were completed online this year. • Comparative data across Year 3 and Year 5 NAPLAN results against like schools. Data was also presented showing progress from On-Entry testing in PP versus testing again in Year 3. • Naplan is only conducted in two year levels, PAT (Spelling, Reading, Maths and Science are the 4 areas we are assessing on.) • Other data we are using includes: <ul style="list-style-type: none"> • Year 1 Phonics Assessment • Brightpaths – Maths and Writing • YARC – reading assessment tool we are currently trialling • Commons Assessment Tasks – teachers use to make consistent assessments • Shenton Network Moderation

		<ul style="list-style-type: none"> Meg Klaver will offer the community an information session re NAPLAN in Term 3
5.5	School Development Days 2024 *3 x Flexible days in 2024	<p>There are 6 school development days in 2024. Jenn requested at least one day in Term 4 for planning</p> <p>The proposed School Development Days for 2024 are: Term 2 - Fri 31 May, Term 3 – 16 or 19 Aug, Term 4 Mon mid-term</p>
6.0	Board Box	
	School newsletter – Board contribution	Meg Klaver volunteered to do the Board Box after this meeting; with a focus on NAPLAN 2023
7.0	Next Meeting	
	Next meeting – Week 3 – Term 4 Date 24/10/2023	Next meeting – Week 3, Term 4, 24 October at 6pm
8.0	Meeting close	Meeting declared closed 7:31pm

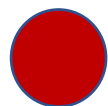
Understand	Understand decisions made by the principal and others
Inform	Inform decisions made by the principal and others
Make	Make decisions with the principal and others
Note	Note information presented to the Board by Principal and others



Meeting



Working Towards



Not meeting

Judgement – How are we going?
Evidence – How do we know how we are going?
Improvement – What are we doing next, determined by our judgement and evidence?

Ngany kaaditj waangkiny koora burdiya nidja boodja yanginy nganyang yira koora yey koorliny noongar moort. Ngany djoorabiny mandja nyin kaadatjiny Noongar boodja.

I acknowledge the traditional owners of this land and pay my respects to past, present and emerging elders. It is a privilege to meet, live and learn on Noongar land.