



Excelsior School Board

Independent Public School

Meeting Minutes

DATE:	16 September 2020	CHAIR PERSON:	Cameron McLean
TIME:	5.58pm	MINUTE TAKER:	Stephanie Taylor

ATTENDEES:	Bec Stewart, Cameron McLean, Jennifer Capelli, Luke Walsh, Aaron Adams, Karen Pott, Tiffany Langoulant
APOLOGIES:	Adam Fay

ITEM REF	ITEM	LED BY	DISCUSSION / PROGRESS REPORT	ACTION & TIMELINE
1.	Welcome and Apologies	Chair	Opening and welcome by Chairperson. <ul style="list-style-type: none"> Apologies and absentees -Adam Fay 	
2	Confirmation of Agenda	Chair	Members confirmed the agenda.	
3	Disclosure of Interests		The Board noted there were no real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda.	
4	Acceptance of previous minutes	Chair	Minutes of last meeting presented by Board Chair and declared as a true record. Sec Aaron Adams.	
5	Minutes/Business arising from previous minutes		<ul style="list-style-type: none"> Board member letter sent to unsuccessful candidate. Cameron and Bec met with Tiffany and she was given her file with information /handouts. Aaron sent through an email regarding funding for the Chaplain from City of Gosnells. Aaron sent through an email containing a report of our oval from the City of Gosnells. Two Reports for oval were presented (one from the DoE's Asset & Services Dept and one from the City of Gosnells) to members. Discussion was held regarding possible removal of goal posts, potentially asking user for donation towards upkeep of fertilising 	

the oval and we will proceed with a second dose of fertiliser to see if it makes a difference during summer.

6.1 Finance Report

Bec

Voluntary Contributions August 2020				
	Students	Possible \$	Actual \$	%
Kindergarten	60	\$3600	\$2280	63%
Pre-primary	50	\$3000	\$1680	56%
Primary	333	\$19980	\$11726	59%
Total	443	\$26580	\$15686	59%
P&C Cont	318	\$9570	\$5070	53%

One Line budget currently showing \$200981 as at the end of August.

Targeted initiatives funding actual funding vs expenditure presented showing areas where funding has been spent to date.

Staffing - Luke Smith Art Specialist is leaving us at the end of Term 3. He has accepted a position closer to home. Janelle Eddy will replace him for Term 4 whilst recruitment process is undertaken.

6.2 School Review

Bec

The dates have been released for the next cycle of Public School Reviews to be conducted and Excelsior is booked in for Term 3 2022.

6.3 Voluntary Contributions and Charges 2021

Bec

Members were presented with the proposed sheet of charges for 2021 and it was agreed contributions would remain at \$60 per student and the P&C contribution at \$30 per family. Other costings remain unchanged. This letter is to be sent home with the personal requirement lists next term. Members discussed the raffling of the car parking bay each term for 2021 would continue and would look at other possible ways to increase payments. Parent sessions for iPad information night are these being held?

Possible raffling of the car parking bay each term in 2021 to be revisited at our next Board meeting.

Bec to check with Roschel regarding parent information sessions.

6.4 Personal requirement Lists

Bec

Lists for 2021 were presented to members with only minor changes from this year. Members asked if we could add that parents have the option to collect from school to the lists. Aaron moved the motion to endorse the lists, sec Luke and members agreed.

Stephanie to Check with Ziggies re School pickup for parents.

6.5 National Quality Standard (NQS)

Bec

Members were given a document outlining the Standards and our evaluation; staff met several times to evaluate and discuss these and have used their professional judgement to determine where Excelsior is at. The focus is on K-2 however we use it as best practise

<p>\</p>			<p>throughout the school. We believe in our opinion we are meeting 5 out of the 7 Standards. A recent review has noted that we judge ourselves harshly, however we believe if we lower our standards we may stop striving to achieve improvements. We review the data regularly in cluster groups and adjust our plans accordingly.</p> <ul style="list-style-type: none"> -We have a focus on health and wellbeing - activities/food/mental health. Specialist teachers are updated on classes regularly. All staff have been completing the 'Be You' program. -Physical Environment - Carpets have been replaced in B Block and sandpits cleaned and topped up in playground. -Staffing - reviewing our current system of performance management and standards. -Relationships with children - we use regular relief staff where possible and use zones of regulation program in the classroom. -Partnership and Communities- not meeting yet as we continue to work towards implementing the Aboriginal Cultural Standards Framework. We want this embedded in the curriculum as opposed to singular events and are on track to meet this in 2021. -Government and Leadership - not meeting yet. Bushfire Evacuations take place regularly and Admin have keyrings that they use and follow the duties listed. <p>We now have 2 Occupational Safety and Health Representatives on staff, who have undertaken training in the role. Members discussed the document is a great framework to drive continuous improvement within the school and adds significant improvement for students.</p>	
6.6	PAT Assessments	Bec	<p>We purchased English, Maths and Science tests this term to track students individually so we can improve the outcomes for all students be that high, middle or lower achieving students. This is additional to NAPLAN data collected and testing is completed online. Data to be presented at future Board meetings.</p>	
6.7	MiniLit/MaqLit	Bec	<p>We have some Special Needs Education Assistants who have completed the relevant, intensive training to deliver the program for selected students. Students attend for one hour a day, four times a week. They are on task and engaged in small groups. Their confidence is growing and improvements noted in both spelling and reading. Members queried if students were picked up early, and with early intervention if the program be required in the upper years. All students learning needs differ and the program will continue to run, on a needs basis, irrespective of year level of students. Members encouraged staff to continue to target students at an early age.</p>	

7.1	General Business		Nil			
8	Conclusion	Chair	Next meeting to be held on Wednesday, 11 November - Week 5 Term 4.			
NEXT MEETING:	11 Nov 2020	MEETING CLOSED:	7.10pm	SIGNED:		18/09/20
					CHAIRPERSON	DATE