



EAST VICTORIA PARK PRIMARY SCHOOL
SCHOOL VISION - Welcoming All, Attaining Excellence

EVPPS School Board Minutes of Meeting No 1, 2020 EVPPS Staff Room, Monday 16th March 2020 – 5.30pm		
ATTENDEES: Jesvin Karimi (Chair), Tony Matheson (Principal), Lynda Fenton (Minutes), Blair Ranford, Lauren Garvey, Sarah Bayley, Kylie Sullivan, Shannon Laya, Simon Forrest		
1.0	Welcome and Apologies	Action
1.1	<u>Opening and Welcome.</u> The meeting was opened at 5.30pm with "Acknowledgement of Country" recited by Jesvin Karimi.	
1.2	<u>Apologies/Absentees.</u> Julie Brewer, Kate Pittuck, Dean Draper, Jackie Bisley, Sri Srinivasan	
1.3	<u>Confirmation of Agenda.</u> <i>The Board confirmed the agenda.</i>	
2.0	Disclosure of Interests	
	The Board noted that there were no real, perceived or potential conflicts of interest experienced by any member in relation to the items on the Meeting agenda.	
3.0	Minutes of Previous Meeting	
3.1	Review of Previous Meeting Minutes & Actions Arising <i>Minutes accepted by the Board</i>	
3.2	<u>Actions Arising</u> No actions to be discussed	
4.0	Priority items	
4.1	<u>Welcome to Professor Simon Forrest</u> Jesvin welcomed Professor Forrest as a new community member to the board. Professor Forrest was given the opportunity to introduce himself. He has recently retired from Curtin university where he was the Elder in Residence and is WA's longest serving Aboriginal academic. Professor Forrest is looking forward to being able to support our school and assist with the Aboriginal Cultural Frameworks.	
4.2	<u>Board Chair Role</u> Tony and Jesvin have discussed the role of the Board Chair and have suggested that this be an annual tenure rather than 3 years. Jesvin gave some insight into the role: working in partnership with the Principal to prepare the agenda, supporting documents and chair meetings, represent the school and if necessary be a member on the panel for employing new Principals. Jesvin called for interested parties to nominate for the role of Chair for 2020. Lauren Garvey nominated for the role and the nomination was supported by Kylie Sullivan. Jesvin confirmed that she will be stepping down from the board to concentrate on other commitments. Tony thanked Jesvin for her many years as a Board member and Board Chair and for her dedication to the role and the school over the years. A formal thank you will be given at the next school assembly. <i>Lauren Garvey nominated, and accepted, as Board Chair for 2020.</i>	
4.3	<u>Terms of Reference and Information Pack 2020</u>	

	These documents were provided to the Board via email prior to the meeting. A brief description of these documents was given. Any queries to be directed to Tony.	
4.4	<u>Final Business Plan, Business Plan Targets & 2019 Reflection.</u> Tony gave each Board member a copy of the new business plan and expanded on the business plan targets. Targets are set to challenge but are reasonable and achievable. Tony also provided a Business Plan Target Analysis and explained how this data was used to set the new targets and will continue to be used to track targets, using data from various testing methods and reports from Best Performance.	
4.5	<u>Health and Wellbeing Team - Update</u> The Health and wellbeing team has created a Matrix for use by staff using our CORE Values: Care, Organise, Respect, Engage. This addresses professional responsibilities, communication and support for all staff. This matrix also supports other initiatives taken by staff during the year.	
4.6	<u>STEAM Enterprise Partner School</u> EVPPS has been invited to be a partner school with Brookman Primary School to develop STEAM (Science, technology, engineering, arts, mathematics) within the school. The program comes with \$5,000 to assist with Professional Learning and resources for our school. Brookman PS will provide a mentor role to support the development of our programs. Brookman PS has experienced positive outcomes in attendance and behaviour through their STEAM programs due to greater engagement of students. Opportunities also exist through the CEC network to support STEAM in schools.	
4.7	<u>SAER Update</u> With the Absence of Julie Brewer this will be covered in a future meeting.	
4.8	<u>Best Performance/School Data – Update</u> Tony, Julie and Blair have recently attended professional learning with Best Performance to refresh their understanding of the data provided to assist our school in supporting our students and achieving targets. Best Performance use data from different testing programs and collate this to enable teachers to create individual learning plans for students. Jesvin asked if staff are still reviewing data as results don't show improvement, questions were also raised with differentiation and multi-age classes and how teachers teach the curriculum to different year levels. Tony and Blair responded that staff are very aware of their students and PL is provided regularly to assist staff to differentiate the curriculum to suit the varying capabilities of students in their classes and the Best Performance data is valuable in supporting teachers to assist their students.	
4.9	<u>PBS Update</u> Blair reported that the PBS matrix has been reviewed and condensed after feedback from staff and students. School leaders have also provided input to ensure the matrix aligns with the new Business Plan.	
5.0	Reports and Operational Matters	
5.1	<u>Finance Report</u> Financial Reports: Preliminary One Line Budget and Student Centred Funding Statements were forwarded to the board prior to the meeting. Tony and Lynda provided input into Student Centred funding for 2020 and the increase in EALD funding. The finance committee has	

	approved the One-Line budget and Cash Budget for 2020. <i>The one-line budget for 2020 has been approved by the Board.</i>	
6.0	Other Business	
	<u>School Development Days Term 2 2020</u> Tony advised that the school development days for term 2 have been changed from Tuesday 28/04/2020 to Tuesday 02/06/2020. <u>COVID-19</u> The school will continue to follow the guidelines of the Department of Health provided through the Department of Education. This is an evolving situation which will impact all and families will be advised of updates as they occur through the website, Facebook and see-saw..	
7.0	Next Meeting	
	07/06/2020 @ 5.30pm	
8.0	Roundtable Evaluation	
9.0	Meeting Close/Adjournment	
	The meeting was closed by Jesvin Karimi at 7.15pm	

(Chairperson)
Jesvin Karimi



Date:

20 March 2020