



EAST VICTORIA PARK PRIMARY SCHOOL

A Leading Independent Public School

30 Beatty Avenue
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www.eastvictoriaparkps.wa.edu.au

Meeting No.: 3 for school year 2024

Meeting Location: iCentre/ Library

Meeting time and date: Monday 27 May 2024 – 5:30pm to 7:00pm


Time	Item	Description	Presenter
5:30pm	1	Welcome and Apologies	
	1.1	Opening and welcome (incl. Acknowledgement of Country) Shannon offered an acknowledgement of country	Chair
	1.2	Apologies / Absentees Attendees: Louise Gray (minutes), Julie Brewer Shabnam Nasheri, Kyle Hammond, Shannon Laya (chair), Andrew Wilkinson, Katie Keady, Hannah Cox	Chair
		Apologies Sri Ayyalusany resigned from the board. Correspondence of resignation read to the board. Tim Keely, Lauren Garvey	
	1.3	Confirmation of Agenda Shannon confirmed the agenda had been sent and received.	Chair
	2	Disclosure of Interests None	
	3	Minutes of Previous Meeting	
	3.1	Review of Previous Meeting Minutes Confirmed.	Chair
	3.2	Actions Arising	
	3.21	Metronet letter to parents and ToVP The school board will issue a letter to the parent community providing an update on the actions taken regarding concerns about student safety. A second page will be included, outlining steps parents can take	Chair/ Andrew

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		<p>to ensure their concerns are heard. Andrew and Shabnam will collaborate to finalize the letter.</p> <p>It was suggested that parent representatives send reminders to encourage parents to take action and submit their letters. Additional communication will be sent via SeeSaw, and printed letters will be provided to ensure higher engagement.</p> <p>The immediate action items identified include:</p> <ul style="list-style-type: none"> • Line markings and resurfacing of Beatty Avenue • Funding for improvements at the Beatty and Mint Street intersection • Consideration of reusing John Bissett for parking • Extending school parking hours • Traffic calming measures at the Beatty and Roberts Road intersection. <p>A response to the council's letter was approved and will be sent immediately.</p>	
	3.22	Update on Kim's meeting regarding facilities	Kim
		<p>Kim advised that Director of infrastructure and finance visiting the school. Kim identified our concerns being enrolment pressure and the age of the facilities. Our priority is parking and fencing, it is abundantly clear how dangerous pick up and drop off is. No promises were made as it is all about availability of money for funding. Kim did request a parking audit 3 years ago and that will be addressed with where they are at. At appears that Kim's active engagement in raising the profile of our concerns has resulted in people coming.</p>	
	4	Priority Items	
	4.1	School and P&C update	
		<p>The Education Department has introduced a key initiative, <i>Teaching for Impact</i>, aimed at improving teaching in schools. Our school applied to participate and was successfully selected. As part of the program, we needed to choose a learning phase and curriculum area for the initial focus. EVPPS selected the K-2 phase and Mathematics.</p> <p>The leadership team responsible for overseeing the implementation includes Kim, Louise, Kate, and Emma, with Kate and Emma serving as instructional coaches. The initiative was officially launched on Friday, 24th May, at the Crown. We will be partnering with Ranford Primary School, a lead school in this initiative. The project will run for six months with \$8,000 in funding.</p>	

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		<p>The initiative will involve two teaching and learning cycles: Plan, Teach, and Assess. Our focus will be on implementing strategies tailored to our school context, aimed at making a positive impact on student learning outcomes. These strategies include differentiation, explicit teaching, problem-solving and inquiry, as well as the use of learning intentions and success criteria.</p> <p>Our participation in this initiative is a direct response to feedback from the Public School Review and our commitment to getting it right in the early years. Mathematics was chosen as the focus area, as our literacy program is already well-resourced and delivered through an evidence-based approach.</p> <p>There was some concern about the frequency of teacher absences. Kim clarified that teachers would be out of the classroom for a maximum of 3-4 days for the rest of the year.</p> <p>The school currently has 430 enrolments, including over 40 new Kindy enrolments, primarily from local families and siblings. A decision will need to be made by the 24th of June on whether to request an additional classroom. To encourage timely enrolments, we've been proactive in spreading the message that enrolments close by July 19th. Louise attended the Vic Park Family Fun Day, and she plans to visit local playgroups with Mel Smit. Additionally, Louise has shared enrolment details and deadlines with the VP Early Years Network, where she is a member.</p>	
	4.11	Annual Report (Draft)	Kim
		<p>The annual report follows the Department's template for consistency. Initial feedback from board members includes Andrew's suggestion to update the numbers on page 4, Shabnam's recommendation to add more information on page 10, and the note that the same photo was used twice. The report is required to be uploaded to the school website. Further feedback is welcome, and it was agreed that more time is needed to review and make additional edits.</p>	
	4.12	Board Membership	Chair
		<p>Sri resigned from the board as a community member, creating a vacancy. Tess Dickson was suggested as a potential candidate. Tess works as a Community Development Officer (Youth and Diversity) for the Town of Vic Park and leads the Family & Children Connect Vic Park group, which includes Louise as a member. Louise will contact Tess to see if she is interested in joining the board as a community</p>	

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		<p>member. Tess is currently focused on building connections with families and schools.</p> <p>Regarding the upcoming resignation of Shabnam, a parent board member who will step down at the end of the year, a nomination process will take place in early Term 1 of 2025. Christian Holyoake and Julie Sprigg have been suggested as possible candidates.</p> <p>Some questions were raised about the board's composition. It was asked whether there could be two community members, which would result in a board of six parent members, four staff members, and two community members. Clarification is needed to determine whether the principal is included in the 12 board members or is an additional member. Kim will look into this and review the board's terms for any necessary adjustments.</p>	
	4.13	P & C	Kyle
		<p>Term 2 Events</p> <p>The recent busy bee had a great turnout, with 12 families attending and accomplishing a lot. The Mother's Day stall raised \$882 from raffle tickets and \$239 from baked goods. The Scitech evening attracted 250 participants, generating \$2,583 in ticket sales, allowing the event to break even. Although ticket sales were slow initially, most were sold in the last three days, which made planning difficult. However, the event was successful overall, thanks to the convenient parking, suitable venue, friendly staff, and strong community atmosphere. Classroom <i>What's App</i> reminders, shared through the class parent reps, were helpful.</p> <p>Upcoming fundraising events include a sausage sizzle at the Faction Sports Carnival and the end-of-term Colour Run on September 20th. The Colour Run will be organised in-house to ensure all proceeds go directly to the school, avoiding the loss of a portion to administration fees.</p>	
	4.2	Metronet – additional information	Chair, Andrew, Kim
		<p>A recent meeting about Metronet with Hannah Beazley and other stakeholders was positive, but no further actions were outlined to address the concerns raised. David Doy from Metronet explained that additional bollards were installed on Mint Street to reduce traffic speed by narrowing the road. However, it was noted that the bollards are short in length and stop before reaching the school zone.</p> <p>There has been no update from Peter at Metronet regarding the resurfacing and line marking on Beatty Avenue. Kim will follow up on Metronet's contribution toward fencing on Mint Street, as this had previously been communicated.</p>	

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	5	Reports and Operational Matters	
	5.1	Finance Report / School Budget update	Kim / Ally
		Our finances are in a better position than anticipated, due to the 10 students who enrolled after the census being approved to be included. Resulting in the students being included in our funding model. As a result, Louise and Julie have returned to the office full-time, and Rochelle Krieg now has the flexibility to resume providing support for EALD (English as an Additional Language or Dialect) students.	
	6	Other Business	Chair
	7	Next Meeting Week 7, 26th August.	Chair
7:00pm	8	Meeting Close 7.03pm	Chair

 26/08/24
 School Board Chair EUPPS