

Attendance	Bronwyn Jones (Principal), Andrew Cody (Chair), Susan Lees, Katja Gvozdenovic, Lara Parsons, Jeremy Hogben, Brendan Joss, Susan Millar, Claire Backhouse (Secretary), Mike Purves, Hans-Christian Jeppesen, Carla Martella, Mindy Schaper, James Ramsay, Di Filmer, Siobhan Bushen
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Item Number	Time	Topic	Discussion / Key Points	Actions / Person Responsible
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1	2 min	Welcome (Chair)	Meeting Opening 5:32pm The Board pays respect to and acknowledges the traditional custodians of the land on which this meeting takes place, and also pays respect to Elders both past and present.	
2	2 min	Apologies (Secretary)	Brendan Joss, Jeremy Hogben, Susan Millar	
3	1 min	Correspondence (Secretary)		
4	5 min	Confirmation of Previous Minutes of meeting held 26/6/19	Motion: That the minutes as circulated be accepted as an accurate record of the meeting.	First: Carla Second: Di
5	10 min	Principals Report		
		5.1 Thankyou	- Thank you for the flowers at assembly after a difficult week the admin team truly appreciated the gesture. - Thankyou also to Shiv for her words - Gift presented to Andrew	
		5.2 OSH Club	- OSH Club issues raised at the beginning of the year.	

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			<ul style="list-style-type: none"> - Feedback from the service was after 8 weeks you drop off the list - the government changed systems so all providers found the same thing. - Carla mentioned only one of her children dropped off 	
		5.3 Values Mascots	<ul style="list-style-type: none"> - Crystal - Creativity - Rocky -Respectful - Iggy - Integrity - Speedy - Safety - Perry – Perseverance - Named as a result of student voting and judging panel. - Tracy Carpenter is developing cartoon versions of these to enable video messages to be constructed. - Virtue certificates will now be values and rotate through CRISP 	
		5.4 Rubric for ABE	<ul style="list-style-type: none"> - As a result of the business plans - requirement to collate data around the ABE from our reports - a rubric for consistency was developed - A working party of staff created a rubric explaining what each area means (Consistently, Often, Sometimes, Seldom) and a percentage of time that we would expect this to be demonstrated 	Susan – would like a copy of this

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			<ul style="list-style-type: none"> - Staff utilised last reporting cycle and feedback was they liked it. - Enabling consistency across classes and year groups - A copy can be sent to those who would like - Discussion regarding in future distributing to parents enabling them to better understand 	
6	10 min	Attendance Policy Ratification	<ul style="list-style-type: none"> -This policy is not rewriting the department's rather making it clearer who does what in our context - Department requires - Half day absences occur if a child cannot complete 2hrs of instruction time; break times don't count. - Trying to streamline particularly with lates to minimise impact on classroom teachers - Explanation that by law we require a reason not just my child was away - Prolonged: large amount of time in one hit or numerous – more about if their attendance has dropped below 90%. - Any concerns about attendance? Yes we do have a group of students. Kindy is one area we often have issues due to it being non-compulsory -Lates: Consistently late students are followed up as needed 	<p>Flowchart of what to do to be placed in newsletter. If my child is late or sick.</p> <p>Look into what if page or FAQ on the app</p>

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			<ul style="list-style-type: none"> - New system has reduced the impact on classroom of lates -KPS hasn't had a school policy previously, if ratified it will be put on the internet - How do people know? Parent handbook contains some of this & in initial classroom meetings. However, things like half days haven't been accessible other than in the department's policy - Feedback procedure section in parent responsibility – flow chart if my child is late or if my child is absent. 	
7	15 min	Literacy		
		7.1 Data	<p>Brightpath – rulers</p> <ul style="list-style-type: none"> - Growth was difficult last year as the second assessments weren't done at the same time across the school – making them hard to compare. We have baselines now and this semester we will look at growth - Rulers shown: Created through teachers being provided with 2 samples and deciding which one is better. Then scale was created from pairwise comparisons - which has been proven to be the most reliable assessment form. - Our focus is on Narrative, Oral Narrative (Jnr Primary), Persuasive and Recount (Jnr Primary) 	

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			<ul style="list-style-type: none"> - Computer system is much more detailed than the printed rulers. In upper primary they use the rulers to set goals for improvement - Once on the ruler, teachers are provided with teaching points. - It is formative (guides our teaching) and summative (where have they ended up) - Yr 2- 6 every child will do 2 persuasive and 2 narratives - KK-PP oral narrative and recount - Yr 1 recount and narrative - Looking for 0.4 effect size or greater - Last year some of our anecdotal effect sizes were well above 1.4 - This was the first thing put in place when Bronwyn commenced 	
		7.2 Minilit & Maclit & RTP	<ul style="list-style-type: none"> - Group of support programs run for students who have reading difficulties - Has come out of a Macquarie University - Mini- Yr1&2 three to four times per week - Maclit Yr 3-6 - likewise - Reading tutor program – one to one 	

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			<ul style="list-style-type: none"> - Pre-lit is utilised throughout kindy to develop phonological awareness and phonemic awareness enabling student to hear sounds 	
8	5 min	Cultural Recognition		
		8.1 Celebrations	<ul style="list-style-type: none"> - Harmony Day – cultural experience day Term 1 - NAIDOC – Week 1 Friday - Aboriginal Parent Morning Tea held early in the year. - Large Canvas each student made a leaf during Art lessons now hanging in office 	
		8.2 Future plans	<ul style="list-style-type: none"> - Sign with welcome in number of languages including Noongar and Japanese - Six season totem poles will be painted along 4th Avenue : Denise Jetta and her daughter are going to do them - Native edible plant garden has been established and will grow near senior block - Want to introduce saying ‘Kaya’ at assemblies - Need to review where we are on the Cultural Standards Framework 	
9	5 min	P&C Report	<ul style="list-style-type: none"> - Screenagers screening looking at the medical issues associated with too much screen time 	

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			<ul style="list-style-type: none"> - P&C fundraising towards things like Walker Learning should we look at encouraging this? PL or material. Wish list was for outside play areas etc. Look a little more strategically in Wishlist which does state how it relates to the business plan. - Communication "Whats App Groups" currently no guidelines to what is appropriate for these groups. - When you are a class rep some guideline about what is acceptable - Something to revisit before the end of the year. 	
10	10 min	Other Business		
		10.1 Report Feedback	Held over	
		Community concerns or rumours	<ul style="list-style-type: none"> - There is a large amount of chatter in Year 2 regarding some incidents. We need Board to know we are employees and consequently we have to follow privacy rules and legal boundaries. We are unable to discuss other people's children with parents. This means what communication we are able to give is limited and people have made-up their own - We need to work together. We don't want witch hunts. 	

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			<ul style="list-style-type: none"> - We have done everything we can and worked with all appropriate agencies including regional office. - Children make mistakes and we need to be careful that we don't make kids feel guilty or ashamed. - Every parent we knew were involved have been spoken to - Outside experts assisting staff with delivery of Protective Behaviours - People want to know more and we just can't say what they want which is what are you doing to that child. - P&C role is to support the school - Them and Us not helpful - Crisis management flowchart suggested – may get very difficult as the Department's is a very large document - Inclusion of something in parent handbook - Protective behaviours skills are a huge life lesson. The scripts being automatized assist even in later life. They assist in violent, bullying situations. 	
		Newsletter	<ul style="list-style-type: none"> - Newsletter access from app announcement doesn't take you to newsletter. - Email doesn't immediately open either 	Feedback and investigate as admin team
		Grants Local Schools Community Grant	<ul style="list-style-type: none"> - \$20 000 application process. - Guidelines on what can be utilised for one project 	Meeting to be scheduled by Bronwyn

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			<ul style="list-style-type: none"> - Link will be distributed have a think about what might be good - Solar panels - Sub-committee to be established : Katja, Andrew, Carla, Hans-Christian, Mindy and Bronwyn 	
11	5 min	Board Meeting Reflection	-	
		Meeting Closed	7:16pm	

KPS Board Meetings 2019

Term 1	Term 2	Term 3	Term 4
20- February	15 May	7 August	30 October
03 - April	26 June	18 September	11 December

Annual Open Meeting	30 October
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