



32 Hardy Street

Bull Creek Western Australia 6149

Tel: 08 6216 4400

Minutes of Meeting Wednesday 29 November 2023

ATTENDEES: Chairperson: Hana McDonald

Staff Representatives: Sharon Marchenko (Principal), Louise Twist (L3Teacher/Associate Principal), Brandon Ellis (Teacher) & Steve Pascoe (Teacher)


Parent Representatives: Paige Goodsell, Hari Kirupanather, Scott Payne

Community Representatives: Rasa Subramaniam, Matt Woodall, Jennifer Spanbroek

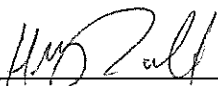
1.0	Welcome and apologies	ACTIONS
1.1	Opening and welcome. The meeting was opened by Sharon at 4.35pm.	
1.2	Apologies: Matt Woodall, Paige Goodsell and Rasa Subramaniam.	
1.3	Confirmation of Agenda. The Board confirmed the agenda for the meeting of Wednesday 6 September 2023. <u>Agenda</u> Acknowledgement of Country-Hana 1. Welcome – Conflicts of Interest - Hana 2. Previous Minutes – Hana 3. Chair Report - Hana 4. Finance Budget 2023 & Voluntary Contributions & Charges - Sharon 5. Digital Technologies - Louise 6. National School Opinion Surveys - Sharon 7. Focus 2024 - Steve 8. School Board Assessment Survey - Sharon 9. General Business – Hana	
2.0	Disclosure of interest	
2.1	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 agenda. An example of a conflict of interest would be if the school was purchasing new school uniforms and you were a uniform supplier, it would be a conflict of interest. This would need to be disclosed.	
3.0	Minutes of previous meeting	
3.1	Previous Minutes – Chair Review minutes of previous meeting. Minutes from 6 September will be signed by Board Chair, Hana McDonald. Scott motioned that the previous minutes were correct. Hana seconded the motion. All members agreed that the previous Minutes were correct.	Minutes to be forwarded to all Board members in a timely manner. On receiving the Minutes, members have one week in which to reply to Sharon with feedback.

3.0	Chair Report	
Hana	<p>The open annual meeting is pending a schedule date. During this meeting the board chair is to deliver the yearly report summary. It has been an extremely busy time with numerous interruptions to the normal day to day operations at the school and it has been difficult to organise a date. The consensus is that Friday is a good day to hold the meeting.</p> <p>Scott questioned the level of importance. Sharon reassured the Board that because of protocols, procedures and to offer interested parents an insight into the role of the School Board. It is important we arrange a meeting.</p> <p>Scott posed the idea of pushing the meeting back to Term 1 2024. Due to the later nature of the meeting, there may be less in attendance.</p> <p>After deliberating, the Board agreed to push the meeting back to Term 1 2024 with a specific date to be specified in due course. A possible date in Friday 23 February after the assembly in Week 4. Scott expressed his intentions to assist Hana with the report summary.</p>	
Sharon	<p>Finance Budget 2023 See document</p> <p>The financial position of the school is in a positive state. We are currently undertaking some late expenditure within the school such as the Year 6 Gift to the school and numerous purchases within curriculum areas. As a result, we will be looking at a timely 96% spend.</p> <p>Voluntary Contributions The finance committee met in Week 7 Term 4. The school's funds are looking shorter than expected due to numerous factors including staffing and the issue of less enrolments. The more students we have enrol the more funding we get.</p> <p>The school also desperately needs parents to pay the voluntary charges and contributions. Currently, the contributions sit at \$60 and we have approximately 80% of families that are paying at the moment. In the past, the school has informed the community that funds are utilised to expand Literacy, Numeracy and Digital Technologies resourcing for the school.</p> <p>Next year parents will be given accounts regarding Voluntary Contributions and the P&C contribution separately not on the campion list as per 2023.</p> <p>Parent Credits/ Parked Funds Sharon revisited the question raised by Paige in previous meetings regarding parked funds. After further investigation, Sharon reported to the Board that the use of credits is largely based on Principal's discretion.</p> <p>For example, 'Reading Eggs' was taken from credit this year. 'Mathletics' was however, removed from contributions in the previous year.</p> <p>This led the Board to discussing how we can potentially provide more clarity around the use of funds. Scott expressed that there is slight confusion amongst the parent group on what funds are used for. The point was raised that this should be a positive communication as opposed to a statement that raises concern with the community and creating an issue that doesn't exist.</p> <p>The Board agreed that the school will make a statement to be sent to the community regarding the use of Voluntary Contributions and unused credit when the Contributions & Charges are addressed at the Board meeting in late 2024.</p>	BPS to send a statement regarding the use of Voluntary Contributions and Charges.

	<p>Hana asked for questions. No questions.</p>	
<p>Louise</p>	<p>Digital Technologies</p> <p>Louise presented a summary of the Digital Technologies program of 2023.</p> <p>The first year of BYOD for Year 3 has been a success. It is evident that IT skills are developing, and capacity is being built.</p> <p>The plan for 2024 is to expand within the extension space. The school is looking at 10-12 kids for Year One/Two, Year Three/Four and Year Five/Six.</p> <p>Louise announced that we have established a partnership with PEAC. Robotics skills will be a big focus in this space. The 'Lego First' league is something that BPS will be looking into. The 2024 calendar is being finalised.</p> <p>'The Kids In Space' scholarship has been applied for 2024. At BPS we have many highly capable students. For example, 13 students have been accepted into PEAC.</p> <p>In recent years, the school's infrastructure has been built to accommodate the increased demand from higher usage of technology. Scott asked about the interest and motivation kids have showed with the Digital Technologies program. It is has been very clear that students have enjoyed utilising technology within learning experiences.</p> <p>Sharon thanked Louise for her work in Digital Technologies.</p>	
<p>Sharon</p>	<p>National School Opinion Survey</p> <p>Sharon presented data in relation to the National School Opinion Survey</p> <p>In 2021, 125 responses. In 2023, we have had 108 responses. Less responses this year as we weren't as proactive in capturing parents.</p> <p>Results have indicated that the school improved in 15 out of 20 areas. All areas scored 4 or above which is very positive.</p> <p>For example, all areas below scored 90% or above Only 1% of responses were recorded as strongly disagree. Lower % responses- % Agree or Strongly Agree The school takes parents opinions seriously-75% Teachers at this school provide my child with useful feedback -75% Top scoring responses: % Agree or Strongly Agree Teachers at this school care about my child. 93% Teachers at this school are good teachers. 93% Teachers at this school expect my child to do their best. 95% The school is well maintained. 96% My child feels safe at this school. 94% I can talk to my child's teachers about my concerns. 92% My child likes being at this school. 92% A significant majority of parents have a positive view of the teaching quality at the school.</p> <p>Areas to focus on for improvement include: -Parents opinions being taken seriously -Providing children with useful feedback</p> <p>Scott mentioned this could be more about community members not knowing how to have dialogue. It was also mentioned that the feedback process varies significantly.</p>	

	<p>Steve highlighted that feedback can be very subjective. Hari asked what avenues parents and community members currently have to communicate with the school. Sharon advised that the school has multiple communication avenues i.e.email, phone, Connect, Website etc.</p> <p>Could there be an avenue that is more general in nature? The Board brainstormed ideas but no real conclusion was reached.</p> <p>Sharon suggested the Board were also a way to communicate with the wider parent group and community.</p> <p>It was noted that the National School Opinion Survey may be overhauled in the future.</p> <p>Overall, results were very positive. Lower-level results will be included as focuses in the new School Business Plan.</p>	
<p>Steve</p>	<p>Focus 2024 See document</p> <p>Steve presented information contained in Department of Education’s Focus Document 2024.</p> <p>The main theme is ‘Every Student Every Class Every Day’</p> <p>Other themes to note: -Building capacity of all staff -Increasing School Autonomy -Partnering with families and using evidence-based strategies -Aboriginal Education</p> <p>Vaping issue has also been presented as focus for improvement. There is a potential to lose good standing if caught vaping in schools. All behaviour policies will need amending to include these factors. The issue is prevalent in both primary and secondary settings.</p> <p>Scott expressed concern for students losing good standing. More of a warning system may be more inappropriate. There will be more information to be released in this area.</p> <p>Sharon expressed to the Board that disability resourcing is going to be an evolving space. Diagnoses are on the rise.</p> <p>Scott commented that Bull Creek is doing a good job of promoting inclusivity practices holistically within the school.</p>	<p>Review dates to be included on policies.</p>
<p>Sharon</p>	<p>School Board Assessment Survey</p> <p>Can you please complete by Wednesday 13 December?</p> 	<p>Board members to complete School Board Assessment Survey via QR Code</p>

	<p>General Business</p> <p><u>Hana</u> Hana thanked the Board members for time and contributions for 2023. It was mentioned that 1 meeting per term worked well.</p> <p><u>Jennifer</u> Jennifer raised the noise issue being created by night-time activity on the basketball courts. The noise is impacting the neighbours adjacent to the courts.</p> <p>Sharon has followed up on the issue. The Department of Education have advised that anyone can use the facilities as it is a community area.</p> <p>The Board proceeded to deliberate on potential solutions such as rearranging basketball and netball courts.</p> <p>No real conclusion was established with more investigating to occur at a council level.</p> <p>Scott thanked Sharon for investigation into the issue.</p>	
8.0	Other business	
9.0	Next meeting	
10.0	Attachments	
	-Focus 2024 -Finance Budget 2023	
11.0	Meeting close/adjournment/next meeting	
	Meeting closed by Hana- at 6.01pm	Information is to be sent to members 1 week prior to meeting.



 Signed (Chair)

13/12/23

 Date:

