



32 Hardy Street

Bull Creek Western Australia 6149

Tel: 08 6216 4400

Minutes of meeting Wednesday 15 June 2022

ATTENDEES: Chairperson: Darren Roberts

Staff Representatives: Sharon Marchenko (Principal), Tracey Owen (Associate Principal), Julie McCarthy (Associate Principal), Amanda Allier (Teacher) & Natasha Francis (Teacher).

Parent Representatives: Paige Goodsell, Hari Kirupananther, Hana McDonald & Scott Payne

Community Representatives: Rasa Subramaniam & Sara Di Candilo

1.0	Welcome and apologies	ACTIONS
1.1	Opening and welcome. The meeting was opened by Darren at 4.33pm.	
1.2	Apologies: Sharon Marchenko, Amanda Allier	
1.3	Confirmation of Agenda. The Board confirmed the agenda for the meeting of Wednesday 15 June 2022. <i>Agenda Items:</i> <ol style="list-style-type: none"> 1. Welcome – Conflicts of Interest – Darren 2. Previous Minutes – Darren 3. On-Entry Data – Tracey 4. Business Plan – Sharon 5. Dress Code Policy – Julie 6. PAT Data – Tracey 7. Business Plan Targets - Tracey 8. Financial Report - Sharon 9. Homework Policy – Julie 10. Chairperson Vote - Sharon 11. General Business - Darren 	
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 June 15 Meeting 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.	No Conflicts of Interest.
3.0	Minutes of previous meeting	
3.1	Review minutes of previous meeting. Minutes from 6 April 2022 meeting were signed by Board Chair, Darren Roberts. Rasa motioned that the amended previous minutes were correct. Hana seconded the motion. All members agreed that the amended 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 Darren or Sharon with feedback.
3.2	Actions arising from the previous meeting.	
4.0		
	Previous Minutes – Darren All members agreed that the amended Minutes were correct.	

On-Entry Data – Tracey

- On-entry was introduced in 2011 and is mandated for all Pre-primary students in Public schools.
- On-entry is available for schools to use at Years 1 and 2. The Department partially funds the school to administer the test. As the tests are one-on-one, they are very time consuming. The school budgets each year to release staff in order to comprehensively and accurately test students.
- There is no pass, fail.
- It provides the classroom teacher with information about the skills and understandings that your child demonstrates at the commencement of the school year.
- Provides information that is used to plan and deliver targeted programs, reflective of each child's needs and capabilities.
- On-entry identifies, early in the school year, children who may require additional support or extension.
- Provides a valuable opportunity for the classroom teacher to get to know each child individually within the classroom environment.
- On-entry assesses the literacy and numeracy skills and understandings considered critical to early and ongoing educational development.
- Every question has been directly linked to the Western Australian curriculum.
- Parents/caregivers will be provided with a summary of the skills and understandings their child demonstrated during the assessments.

At Bull Creek we also assess students at the beginning of Year 1. This enables us to track student progress and assists with planning for Individual IEPs and Intervention groups.

We are also able to monitor how our students perform against like schools – that is schools with a similar ICSEA Decile.

- When the children complete NAPLAN in Year 3 and 5 the growth can then be measured all the way through.
- The school has other school based and standardised assessments that we use to track student progress and identify areas of need.

PAT (Progressive Achievement Tests) Data-Tracey

- PAT data- standardized assessment/normed in November. By completing at the beginning and end of the year we are able to measure growth
- Results inform teacher planning at point of need.
- Online assessment. Results are immediate.
- PAT assessments provide a measure of student achievement in Reading, Mathematics, Punctuation & Grammar, Science.
- Individual and group reports are available allowing comparison of scores across students, strands etc.
- Descriptions of the types of skills mastered and those still to be developed based on test performance are provided and inform the school's/ teacher's planning.

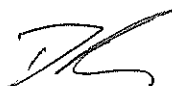
The results from 2022 February testing indicate students at Bull Creek are at or above the November normed figures. This high achievement is to be celebrated as a whole school.

Collaboratively, staff have interrogated the individual and year level results. Through robust conversations, staff have identified concepts which require further development and inform their classroom planning.

Rasa- Gender with Science- is there a difference in results?

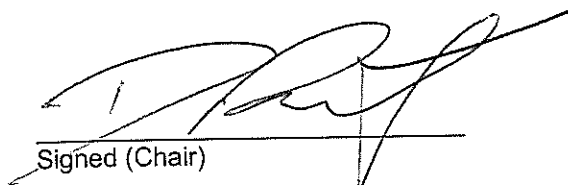
Hari - How much data is given to parents? On entry & NAPLAN only.

Tracey to follow up Gender Science query.



<p>Reports - teachers write their own comments for reports.</p> <p>Do we pass on this information to parents? Annual report gives an outline of student results.</p> <p>Business Plan – Tracey The completed Business Plan was distributed to members. Darren- A great deal of discussion from Board members, staff and community to create the Business Plan. Darren acknowledged the hard work of the staff to collate the Business Plan. Targets- Sharon and Tracey COVID has impacted our Attendance Next meeting, we will present the tracking of Business Plan Targets.</p> <p>Dress Code Policy – Julie Staff and the Board had input into the previous policy, and it has been revised accordingly. (Version 1:2) Members reviewed the updated policy. Julie to update policy with suggestions from the Board. Edits include:</p> <ul style="list-style-type: none"> • Policy Statement to Policy Implementation • Under Policy Implementation-(c) Students who consistently do not observe the dress code will be spoken to by the Principal. to (c) Students who consistently do not observe the dress code will be brought to the attention of the Principal for support and consideration • No Hat, No play to No Hat, Seek Shade <p>When updates are completed, Principal and Board Chair to sign. The document will then be uploaded to the school website. Parents will be advised via Connect that the updated policy is on the school website. It is then the responsibility of parents to view the policy on the website.</p> <p>Homework Policy - Julie This policy is aligned to the Education Department guidelines. Staff worked collaboratively in like year groups to update the Homework Policy which now includes suggested times and examples of homework activities. This document is now clear and transparent for all stakeholders. Scott acknowledged the time and hard work that has gone into the development of the policies. Scott also acknowledged Paige's comment that Department policies are not always functional at a school level. Edits:</p> <ul style="list-style-type: none"> • K/P add: 4 nights per week • K/P to include: Nightly oral reading, silent reading, reading for pleasure, adult reading to child • Year 5 and 6: Nightly reading <p>Policies usually have 2–3-year cycle for review.</p> <p>Business Plan Targets- Tracey Sharon has this document where we are tracking the progress of our targets. Tracey advised, from her recollection, that we are tracking well with our targets. At this point, some targets cannot be assessed as we have not received the data. Eg NAPLAN</p> <p>Financial Report – Julie Julie clarified the query from the previous meeting regarding the Charges and Fees. The Charges and Fees comprise all funds that are collected by the school including, but not limited to, Excursions, Incursions, Athletics, Instrumental Music, Cars and Stars and Language Perfect. This is an in/out</p>	<p>Julie to update policy to include suggestions from the Board. Julie to follow up with Uniform Shop re availability of the school scarf.</p> <p>When updates are completed, Principal and Board Chair to sign. The document will then be uploaded to the school website.</p> <p>Julie to update policy to include suggestions from the Board.</p> <p>Scott offered to review the Guiding Principles and rephrase some areas.</p> <p>Carry over to next meeting.</p>
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	<p>account where collected money is then used to pay for the abovementioned activities. School financial systems are unlike other business models and this sometimes makes areas of the report difficult to comprehend.</p> <p>Chairperson Vote – Julie/Tracey Darren advised that he is willing to continue as Board Chair, particularly with the school Review scheduled for this year. The Board Chair will be interviewed by the Review team. Rasa motioned that Darren remain in the role as he has a sound knowledge of the school and will be able to give clear answers to their questions from a Board perspective. Scott seconded this motion. Members were asked if anyone else was interested in becoming Chair. No volunteers. Scott noted that after the Review, if Darren felt he did not want to be Chair, we could discuss as a group. Attending Members voted unanimously to retain Darren as Board Chair. Thank you, Darren.</p> <p>General Business - Darren Darren acknowledged the work Sharon had done in ensuring all parties compiling the Business Plan and thanked her for her efforts. The Board would like to officially congratulate Sharon on her appointment as Principal.</p>	
7.0	Reports and operational matters	
7.1		
8.0	Other business	
9.0	Next meeting	
	<p>The next meeting will be on 10 August 2022 in the school board room. Carry over: Business Plan Targets tracking</p>	
10.0	Attachments to minutes	
	<p>Updated Dress Code Policy Updated Homework Policy</p>	
11.0	Meeting close/adjournment/next meeting	
	<p>The meeting was closed by Darren Roberts at 5.55 pm. The next meeting will be on 10 August 2022 in the school board room.</p>	<p>Information is to be sent to members 1 week prior to meeting.</p>


Signed (Chair)

10/8/22
Date: