



BLETCHLEY PARK PRIMARY SCHOOL
SCHOOL BOARD MEETING
TUESDAY, 6th June 2023
Minutes

Present: Wayne Walpole, Jenny Gay, Denis Coldham, Ty Hudson, Kelly Gillett, Chelsea Galic, Kylie Cornwall, Anne Francis, Kylie Salamon, Paula Kontor, Keren Harding

Apologies: Alice Nien, Jade Fowler, Melanie Sagenschneider

TIME		Meeting No: 1/2023 Location: Conference room Meeting Chair: Denis Coldham	PURPOSE / ACTION:	WHO:
7.00pm	1.0	Welcome and apologies	<ul style="list-style-type: none"> • Quorum confirmed. • Apologies from (see above) • Trish Gill has resigned from her position on the school board. No election is required as an additional person was recruited early in 2023. 	Chair
	2.0	Minutes of Previous Meeting		Chair
	2.1	Review of previous minutes	Minutes from Monday 28th March 2023 confirmed as true and accurate and resolved for Chair to sign as such. Endorsed by: Denis Coldham Seconded by: Ty Hudson	
	2.2	Actions arising	Nil	
	3.0	Agenda items		
	3.1	Update of year to date	<p>Selection process to create a pool of teachers for teachers positions at BPPS 2024 completed in term 2.</p> <p>Hope to have staffing 2024 locked in by end of term 3.</p> <p>Wayne surveyed staff to find out which coaches they would prefer (Lit / Num/HITS/Digi). Staff identified Lit and Digi.</p> <p>Successful Literacy coach (internal) Kelly Anderson, goals policies implemented, and practice aligned to policies in the classroom.</p> <p>Digital Coach (external), availability in 2024, we have booked her 1 day a fortnight and we are looking at something else in the mean-time.</p> <p>Reporting assessment schedule going well.</p> <p>Kindy 2024 looking at changing days.</p> <p>School Camp 2024 – after reviewing we believe more benefits booking camp for later in the year. Camp will be at a different location and for less days in 2024 as cost was getting high.</p>	Wayne

3.2	<p>Business Plan Update</p> <p>Digital Coach</p> <p>IPADS 2024</p>	<p>Reviewed Digital Technology, we are well on the way to implementing most strategies.</p> <p>Teachers are showing huge improvement in their ICT capability, teachers are very comfortable using iPads and IWBs.</p> <p>Digital Committee already in the process of mapping out iPads for 2024. We are not aligning ourselves to any particular provider. Some information will be coming out shortly for parents. 2023 the Year 5's had 90% uptake of iPads.</p>	Wayne
3.3	<p>Review Behaviour Management Plan</p>	<p>Social and Emotional Learning Program currently under review, the program we have been using is Friendly School Plus. It is used differently throughout school. Teachers have had to modify it to suit their needs. We now have a Student Well Being Committee made up of Paraprofessionals, teachers, admin, chaplain and school psych. So far, they have surveyed the teachers to find out what professional learning they need and what programs they were using and what good wellbeing looks like. The Strategic plan over the next 18 months will entail surveys to parents, students and staff to find out what is needed in our school. This will help identify which program we decide to use which will be supported by professional learning ensuring a whole school implementation.</p> <p>Minor change in document Faction points changed from 200 to 300 points.</p> <p>Question regarding suspension when students fighting, black and white to students if you hit someone you may well be suspended, if you hit back you may well be suspended.</p> <p>Question: is protective behaviours part of wellbeing program. It is a mandated program covered under the health program.</p> <p>Question: what happens to students who have 30 plus suspension, they can be excluded, the department still needs to provide an educational program.</p> <p>Question: are there bad cases of bullying at BPPS. Wayne explained bullying means targeted and ongoing. It is addressed if and when, by admin through counselling correct behaviours and discipline assessed on each individual student.</p>	Wayne
3.4	<p>On Entry Data</p>	<p>Wayne explained the data. Showing improvement, unpacking to see what changes we can make. PP showing decline but Year 1 showing great improvements. Data indicates by the time students get to Year 1 they are above State and Like schools in Lit and Num. We will unpack the data further and determine what, if at all we need to change in our kindy program to improve PP results or do we not need to worry because the results in Year 1 exceed like and state averages.</p> <p>Numeracy showed similar lower in PP but improvement in Year 1.</p>	Wayne
3.5	<p>One Line Budget /Comparative</p>	<p>Comparative Budget and One line Budget explained.</p>	Wayne/Keren

			<p>We currently have a healthy salaries and cash variance. Sitting around \$680,000 we will use some of this to fund extra EA's and a Digital and Literacy Coach which will drop this figure to around \$550,000.</p> <p>Total Voluntary Contributions collected in 2022 – \$32,541 66% an improvement from 2021 2023 collected so far: \$30,861 65%. Reminders will be sent and IPAD prize promoted.</p> <p><u>Projects</u> Completed: Painting of doors/door frames, replacement of carpet in admin. Solar panels were installed and funded fully by the department but are not up and running yet. New vinyl was laid in ECE1, ECE2, ECE3, wet area of B Block and H Block wet area. Also fully funded by the department. ECE10 and LA19 demountables were removed over the April holidays. Upcoming: Painting shades over playgrounds, painting doors on demountables, Split system air con starting with Block D.</p>	
	3.6	<p>General Business</p> <p>Digital Grant</p> <p>2024 Enrolments</p> <p>Kindy Program</p> <p>Companion Dog</p> <p>Colour Run</p> <p>Evacuation/Lockdown</p>	<p>Order Denis a badge School Board Chair</p> <p>We were not successful in receiving the Digital Grant.</p> <p>Looks like we will be dropping 2 classes next year across the school depending on which structure we run with. Currently have close to 40 applications for Kindy.</p> <p>Wayne has drafted a letter to families to obtain feedback around the proposed change in days Kindy: Group A Monday Tuesday and every second Wednesday and Group B Thursday Friday and every second Wednesday. Letters will go out this week. School Board supported the proposed change of days.</p> <p>We are currently drafting the policy, we will then bring it to the board and staff for approval to go ahead or not.</p> <p>Term 4 Week 2 (Friday 20th Oct)</p> <p>We have already had an evacuation drill and will be having a lockdown drill very soon.</p>	
	4.0	Meeting close: 8.40pm		

Chair Signature: _____

Date:

Principal Signature: _____ Wayne Walpole

Date: