





Spearwood Primary School School Board SEPTEMBER 2023 MINUTES

DATE:	Monday 4 th September 2023	CHAIRPERSON:	Grace Adam
TIME:	3.05 pm	Minute SECRETARY:	Carol Derbyshire
ATTENDEES:	Grace Adam, Carol Derbyshire Jodie Bridges, Crystal Pierce Janine Griffiths		
APOLOGIES	Melinda Nelson, Renee Smith, Sonia Nelson, Sarah Hayward, Rachel Kemp, Katherine Wood		

ITEM	LED BY	DISCUSSION/ PROGRESS REPORT	ACTION/TIMELINE
<p><i>Welcome</i></p>		<p>Kaya ngalak djoorabiny noonook djinanginy Kiti Boorn (Spearwood) kaadadjiny miya-p. Ngalak dandjoo Wadjak Noongar boodja-k. Ngalak kaadatji Noongar Birdiya kooro, yei wer boordakan. Kiti Boorn (Spearwood) kaadadjiny miya-p baal yengkalang kwobidak djerap, dek wer moort.</p> <p>Hello, I'm happy to see you at Spearwood Primary School. We come together on Wadjak Noongar country. We acknowledge Noongar elders long ago, now and in the future. Spearwood Primary School is surrounded by beautiful birds, plants, and families.</p>	<p>Minutes are compiled by Secretary and signed by Principal and Board Chair.</p> <p>Answers from the Forum will be circulated among the Principals Network – Grace to table at next meeting</p>
1.	Grace	<p>1.1 Minutes tabled.</p> <p>1.2 Business arising – School Review Priorities Lists – ITEM 7, Safety Induction – if you are yet to complete, please do so, https://forms.office.com/r/1Sbs5vnuXZ</p> <p>1.3 Forum – nil attendance, questions asked but not passed on to Minister. Question about High Schools in Fremantle – Fremantle College has land to accommodate future student growth. Question about reputation, not answered.</p>	
2.	Carol	<p>Pre-Reading Financial Reports</p> <p>2.1 One Line Budget Summary, Cash Report, Minimum Expenditure Requirement</p> <p>2.2 Comparative Budget tabled: Period 7</p> <p>2.3 Finance Committee Minutes 03.08.2023</p> <p>2.4 Voluntary Contributions and Charges Period 7 tabled.</p>	
3.	Grace	Report Tabled on day and discussed.	
4.	Grace	<p>Pre-Reading Draft of School Development Days</p> <p>5.1 Compulsory Dates are: Monday 29th January, Tuesday 30th January, and Friday 13th December 2024. Friday 13th December can be traded off in full or part. Spearwood Primary</p>	<p>Please note there is a change in dates for 2024 as per Network Learning Opportunity.</p>

		<p>trades of several hours with afterschool Professional learning that enables staff to go to Christmas lunch on Friday 13th December.</p> <p>5.2. School Board Selected Dates: Requirements in 2024 Under the School Education Act Employees' (Teachers and Administrators) General Agreement 2021, you:</p> <ul style="list-style-type: none"> allocate a half day block for work-related matters at the professional discretion of the teacher on Monday 29 January 2024 or on Tuesday 30 January 2024 allocate the equivalent of one school development day during the year to 'curriculum support'. <p>5.2.1 Friday 31st May – Friday before WA day long Weekend.</p> <p>5.2.2 Friday 16th August This is the Network date when shared professional learning is offered.</p> <p>5.2.3 Friday 20th September – Friday at ten end of Term Three. This is the date the school reviews the NAPLAN data and School Business plan. Again as most school don't have this which enables a greater choice of presenters and gives families an early start to holidays.</p>	<p>The 2024 school development dates (31/5, 16/8 and 20/9) be accepted and published to the school community. Moved: Janine Second: Crystal Vote: Unanimous</p>
5.	Contributions and Charges	<p>2024 Personal Items Lists Staff to discuss options for scrap books in 2024 – teachers have asked for the number to be increased from 6 to 8 across Years 1-3, PP are choosing no longer to use scrap books, Year 4 is happy to stay the same with 6. 2024 Voluntary Contributions and Charges Letter to parents</p>	<p>The Voluntary Contributions and Charges Letter for 2024 be accepted and distributed to the community. Moved: Janine Second: Crystal Vote: Accepted</p>
6.	Budget 2024	Draft 1 tabled	
7.	Progress against Business Plan	Discuss Priorities from School Review. Prioritise recommendations as a group.	<p>All absent members are to rank their priorities on the documents – located Room 12 whiteboard.</p>
8.	Sub Committee Reports Tabled	8.1 Grounds Committee meeting August 24. 8.2 Cultural Committee meeting August 22.	
9.	General Business	Admin Trip Hazard ROAR Active Collaboration – School to provide up to 50 de-identified pieces of student art to be displayed for 2 weeks in exchange for up to \$200 cash donation for purchasing art materials.	<p>Janine to draft a letter re: Trip Hazard. Carol to convey 'no thank you' to ROAR.</p>
Next Meeting	Term Four Monday October 23 rd 3.05 pm	Signed and Date:	4.19 PM
		 Janine Griffiths - Chair  Grace Adam - Principal	Meeting Closed