

Minutes confirmed 1 August 2023



North Cottesloe Primary School – Board Minutes

Meeting
Week 7 – Term 2 – 2023
6 June

North Cottesloe Primary School – Staff Room

Item	Agenda	Minutes
1.0	Welcome and apologies	
1.1	Opening and welcome Acknowledgement of Country	<i>Board Chair opened the meeting at 6:03pm with an Acknowledgement of Country</i>
1.2	Apologies and absentees	<i>Apologies – AM and MK Board members In attendance: JF, JA, JW, HK, JL, SE, JE Executive Leaders present to provide reports to Board: AH, DM, SM, JW [also Board member] Executive member [minutes] – PH Executive leader in attendance [not presenting] MR</i>
1.3	Confirmation of agenda	<i>Agenda confirmed by JW</i>
2.0	Disclosure of Interests	
2.1	Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be raised with the Chairperson prior to the meeting to determine appropriate way to manage the conflict.	<i>Nil</i>
3.0	Minutes of Previous Meeting	
3.1	Review of Previous Meeting	<i>Minutes confirmed by HK, Seconded by JL</i>
3.2	Actions Arising from the previous meeting.	<i>Action: Proposed cycle of review of NCPS Guidelines. JA and JL met to review the proposed cycle of the guideline review and this item has been added to the agenda for this meeting.</i>

4.0	Correspondence In and Out	
4.1	Letter – school review Pushed back to T4 of 2024	<i>JA - Confirmation our next Public School Review has been pushed back to Term 4 of 2024</i>
5.0	Reports and Operational Matters	
5.1	Maths presentation to Board	<i>AH, ELT Curriculum Leader for Maths gave a presentation to Board, her previous school where she was head of Maths topped the state in Maths over several years. AH has reviewed our PATs data and NAPLAN and reviewed our strengths and weaknesses, ensuring assessment leads to action. Ongoing mentoring and mentoring. Recommendations have been made across each year level, including reading and understanding what the questions are asking, teach problem solving, times table practice, checking for understanding, incorporate these in to daily review tasks.</i>
5.2	Science presentation to Board	<i>DM, ELT Curriculum Leader for Science gave a presentation to Board, including goals for 2024. General promotion of Science and STEM, we've received a \$500 Science Week grant, Introduction of an Annual Science Fair in Week 4 Term 3, Investigative competition in Science and STEM for 2023 & 24, creating a "bank" of experts in our community, using PATS data; currently over 40% of students are performing highly in Science</i>
5.3	On Entry presentation to Board	<i>JW, ELT for school improvement planning, provided the Board with a review and analysis of on entry data, providing longitudinal connections between 2022 and 2023. The OEA is the first standardised assessment covering literacy and numeracy skills, linked to WA Curriculum. It informs us of where the students sit when they arrive at school and assists us with planning and providing students early access to remedial/extension groups. Data analysis has shown us what the problems are and how to create lessons to focus on problem areas – review of strength and weaknesses across literacy, reading, speaking and listening, numeracy. We are seeing similar trends across entry levels. The Board were shown how the Elastik Data tool works and how teachers can target smaller groups with explicit learning. The data is used to guide planning, enables target teaching, remedial groups and extension groups.</i>
5.4	RAP presentation to Board	<i>SM, ELT Curriculum Leader for HaSS and Reconciliation Action Plan presented an update to Board. There is a general community appetite for cultural awareness and DoE have a system requirement for all schools to demonstrate cultural responsiveness. Our current Business Plan addresses the RAP in progress under the priority area relationships and partnerships. Our Business Plan includes a commitment to develop and implement a Reconciliation Action Plan to strengthen our cultural responsiveness. A RAP is a formal statement of commitment to</i>

		<p>promoting reconciliation between the wider Australian community and Aboriginal and Torres Strait Islander peoples.</p> <p>We have a RAP working party including staff, parents, an indigenous elder and a representative from Native Title. In 2023 we will finalise our Vision Statement 2024 we will embed cultural responsiveness through our RAP Vision statement. Staff have completed cultural awareness training recently 'The Blanket Activity'</p>
5.5	Surveys 2023 – NSOS [National School Opinion Survey]	NCPS will cascade the NSOS survey in Week 6-10 of Term 3. The data will inform our self assessment against the Business Plan 2023 to 2025.
5.6	One line budget report Update from Data dumped for Board 6 June 2023	One Line Budget [OLB] data referencing the OLB at 30 May was provided before the meeting and then updated with data from 6 June. Board members to send any queries re the report presented to the MCS for clarification.
5.7	<p>Nominations for a Working Group: Guidelines Review Term 2</p> <ul style="list-style-type: none"> • Technology Guidelines • Student Leadership Guidelines <p>Guidelines Review Term 3</p> <ul style="list-style-type: none"> • Behaviour <p>Guidelines Review Term 4</p> <ul style="list-style-type: none"> • Communication [informed by NSOS data] 	<p>JA and JL had a meeting earlier this term [Action Item] to investigate the Guidelines for review.</p> <p>Term 2 working group to review technology guidelines: JW, JL, HK & JA</p> <p>Term 3 working group to review Student Leadership: JW, JE and JA</p> <p>Term 4 working group to review behaviour: AH [Staff member], JA and SE</p> <p>Communication Guidelines review - parked until we review the NSOS data at the end of Term 3</p>
6.0	Board Box	
	<p>Board contribution</p> <p>*Topic</p> <p>*Author</p>	JW will provide an overview of the meeting 6 June as a synopsis, to go out on Connect. Timeline by the end of this week [Week 7]
7.0	Next Meeting	
	Next meeting – Week 3 – Term 3	
	Date Tuesday 1 August at 6pm	
8.0	Meeting close at 7:46pm	

Ngany kaaditj waangkiny koora burdiya nidja boodja yanginy nganyang yira koora yey koorkiny noongar moort. Ngany djooabiny mandja nyin kaadatjiny Noongar boodja.

I acknowledge the traditional owners of this land and pay my respects to past, present and emerging elders. It is a privilege to meet, live and learn on Noongar land.

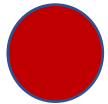
Understand	Understand decisions made by the principal and others
Inform	Inform decisions made by the principal and others
Make	Make decisions with the principal and others
Note	Note information presented to the Board by Principal and others



Meeting



Working Towards



Not meeting

Judgement – How are we going?
Evidence – How do we know how we are going?
Improvement – What are we doing next, determined by our judgement and evidence?

TO BE