

INDEPENDENT PUBLIC SCHOOL



Minutes - Meeting No: 2
Harmony Primary School
Date: 12/03/2024

PARTICIPANTS:
Principal – Craig Anderson
Staff – Janelle Mudie, Jen Batten, Stella McQuade, Jen Batten, Megan Rollins
Parents - Berry Johnston, Jenelle Whitehead, Ferg Inglis, Jessica Stockwell, Kirsty De Blanken, Sarah Hintz
Community -
Apologies: Hayley Whittaker, Karolyn Ward, Carly Hartshorn,

Absent:

1.0	Welcome and apologies	Actions
1.1	The meeting was opened by Berry Johnston at 5pm, including Acknowledgment of Country.	
1.2	Absentees/apologies:	
1.3	Agenda confirmed	
2.0	Disclosure of Interests & Agenda Additions	
	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 chair before the meeting to determine the appropriate way to manage the conflict.	
3.0	Minutes of Previous Meeting	
	<ul style="list-style-type: none"> • <u>Community Representative Position</u> – Berry provided update – City of Cockburn council member available if Wednesdays at 5pm. Discussion regarding meeting times/days for 2024 <ul style="list-style-type: none"> • All present board members happy with Wednesdays at 5pm. <p>Motion: That the Minutes of the Previous Meeting be amended as a true and accurate record. Moved: Stella McQuade Seconded: Jenelle Whitehead Carried: Previous minutes were endorsed by all members present.</p>	Craig to arrange for uploading as true and accurate.

4.0	Standing Items	
4.1	<p>P&C Update</p> <ul style="list-style-type: none"> • The P&C held a successful AGM on Wednesday 6 March, electing the following to executive and/or convenor positions <ul style="list-style-type: none"> • <u>President</u> - Kellie Walz • <u>Vice President</u> - Trish Budarick • <u>Secretary</u> - Dragana Weistra • <u>Treasurer</u> - Claire Levett • <u>Canteen Convenor</u> - Dragana Weistra • <u>Uniform Convenor</u> - Yvonne Weeks • <u>Fundraising Convenor</u> - Kelly Rundell • <u>Y 6 Committee</u> - Jen Parker • <u>Dad's of Harmony Convenor</u> - Stephen Weistra • The P&C is in a solid financial position with \$29 683.62 in all accounts, less \$10 000 in Operating Capital, leaving \$19 683.62 as funds available to start 2024 • Funding Goals for 2024 have been identified; <ul style="list-style-type: none"> • EOY Book Awards • Sports Carnival Medals/Ribbons • Bus Transport for Interschool Events • Chaplaincy Subsidy • PBS Signage • Complete the Indigenous Seasons Mural (Funding towards panels 5 & 6) • 'Top Up' Representative Shirts for Interschool Sport and Music • Revitalising the Music Garden Space in PP • Trees for the carpark off Aurora Drive • Extension of shade outside the library over existing bench seating 	
4.2	<p>Financial Update</p> <ul style="list-style-type: none"> • No questions or queries were submitted in relation to the Financial Reports provided to Board Members with the Agenda for tonight. • 2024 funding has not yet been finalised. Still operating from the preliminary planning dashboard in our resourcing system until we receive confirmed funding – usually around the end of March. Financial reports will be far more informative once the budget is confirmed. • The school is well placed financially at the end of February with a healthy Cash Surplus (\$22 130) and an estimated Salary Surplus of \$144 000. Decisions on how to utilise the Salary Surplus will not be made until our 2024 funding is confirmed – hopefully in the coming weeks. 	
5.0	General Business	
5.1	<p>SAER Update – Amy James</p> <ul style="list-style-type: none"> • Overview of team and portfolio, vision for purposeful data to inform programs, student feedback and voice, emotional regulation and emotional literacy. • Overview of SAER process, referrals to CDS and Wanslea, mini lit and WIN groups. • Parent representative question RE funding of telethon speech – free/fully funded externally at present 	

	<ul style="list-style-type: none"> Parent representative question RE differentiation and adjustments for students requiring extension -staff acknowledged it's an area with room for continued growth, and something they're looking at. 	
5.2	<p>Chaplaincy Review</p> <ul style="list-style-type: none"> Cassandra Lazic not present, overview of chaplaincy program provided by Amy James. Chaplaincy services provided by Youth Care Chaplain @ Harmony PS Parent representative question RE funding for chaplaincy program – funded primarily by Youthcare with some supplementation by P&C. Parent representative question RE Parent representative question RE chaplain or psych one on one – only with parental informed consent. Foodbank and counselling support referrals available (and confidential – school don't have to know) – discussion about whether there is sufficient awareness among parent community of these services. 	
5.3	<p>PBS Update – Jen Batten</p> <ul style="list-style-type: none"> Overview of PBS program – purpose of explicitly teaching expected behaviours. Emphasis on rules phrased as expectations. Visual PBS presence around the school improving, including roll out of mascot/signage. <p>Behaviour Data</p> <ul style="list-style-type: none"> In 2023, we had 326 behaviours referred to the office for administration intervention – Aiming to reduce this number by 10% <ul style="list-style-type: none"> A little over half these referrals were Code of Conduct/Failure to Meet Expectations referrals 20% of referrals were categorised as physical aggression between students 7% were related to abuse/threats/harassment/intimidation of other students 33 (6%) students had 4 or more behaviour referrals across the 2023 school year In all, we issued 63 detentions, 8 suspensions (total of 12 days) and conducted 5 behaviour panels (loss of good standing) In the first 6 weeks of 2024, we have had 66 behaviours referred to the office for administration intervention. Trending higher than same point last year. <ul style="list-style-type: none"> 27% of referrals have been Code of Conduct/Failure to Meet Expectations referrals 15% have been categorised as physical aggression between students 14 (3%) students have been referred to the office more than once already this year Referrals have resulted in 3 detentions, 4 suspensions (total of 4 days), and 2 loss of good standing (Behaviour Panel) Parent representative question clarifying loss of good standing. Staff clarified that each term is a clean slate, there's a focus on also catching and reporting positives, and in some instances “buyback” of good standing is possible. Parent representative question regarding “whole class punishments” where whole class held back due to the actions of a subsection of class. Craig confirmed this is not standard practice and should not be occurring. 	
5.4	<p>Review of School Dress Code</p> <ul style="list-style-type: none"> A copy of our current School Dress Code was provided to all members to seek feedback and consideration of any alterations requiring discussion; <ul style="list-style-type: none"> Tribe Shirts – ‘may be worn on Thursdays, in line with our 3/4 and 5/6 sport sessions’ – change from Fridays Parent feedback received by parent representatives – inconsistency of uniform formats at representative events. Long hair discussion – confirmed gender neutral requirement that all long hair should be off the face while working and tied back to prevent spread of nits. 	

	<ul style="list-style-type: none"> • Discussion of need for clarification of language around skirts and track pants, shorts, etc. Not a policy change, just clearer phrasing. • School Board unanimously endorsed the Dress Code as it currently stands, with minor alteration/s mentioned above. 	
5.5	Annual Funding Agreement <ul style="list-style-type: none"> • Not available until 2024 Funding is confirmed • Will present at Meeting on 30 April 	
6.0	Other Items/Comments	
6.1	Next meeting 30 April 2024 Meeting closed: 18:15	