

# INDEPENDENT PUBLIC SCHOOL



Minutes - Meeting No: 4  
 Harmony Primary School  
 Date: 31/07/2024

**PARTICIPANTS:**

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

1.0	<b>Welcome and apologies</b>	<b>Actions</b>
1.1	The meeting was opened by Berry Johnston at 5pm, including Acknowledgment of Country.	
1.2	Absentees/apologies: Jenelle Whitehead, Sarah Hintz, Carly Hartshorn	
1.3	Agenda confirmed	
2.0	<b>Disclosure of Interests &amp; Agenda Additions</b>	
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 chair before the meeting to determine the appropriate way to manage the conflict.  No conflicts of interests identified	
3.0	<b>Minutes of Previous Meeting</b>	
3.1	Motion: That the Minutes of the Previous Meeting be amended as a true and accurate record. Moved: Ferg Inglis Seconded: Jessica Stockwell Carried: Previous minutes were endorsed by all members present.	Craig to arrange for uploading as true and accurate.
4.0	<b>Standing Items</b>	

<p>4.1</p> <p>4.2</p>	<p>Harmony P&amp;C</p> <ul style="list-style-type: none"> <li>• Meeting scheduled for tonight (31/7/24)</li> </ul> <p>Financial Update</p> <ul style="list-style-type: none"> <li>• No questions or queries were submitted in relation to the Financial Summary or One Line Budget Statement provided to Board Members with the Agenda for tonight.</li> <li>• The school is well placed financially at the end of July</li> <li>• The school is doing an audit of all classroom furniture with the view to purchase identified items.</li> <li>• 85% of voluntary contributions have been paid.</li> <li>• Parent rep question: Does the school inform the parent community what % of voluntary contributions have been paid? A: No. The school is doing well with voluntary contributions (considered a high percentage paid). The percentage paid is calculated per student, not per family.</li> </ul>	
<b>5.0</b>	<b>General Business</b>	
<p>5.1</p>	<p>Numeracy Update (Lloyd Doherty)</p> <ul style="list-style-type: none"> <li>• The focus has been on streamlining processes and policies and completing staff training (particularly new staff)</li> <li>• New problem solving process (KSAR) is being taught.</li> <li>• Looking at Numero and getting this more consistently used across the school.</li> <li>• Looking at the maths boxes in each classroom, needing to re-order more targeted items</li> <li>• Still using PAT data as well as on entry testing.</li> <li>• Parent rep question: Has mental maths teaching changed? A: While fluency is still taught, we want students to also be able to show how they apply processes and get to the answer (KSAR helps with this).</li> </ul>	
<p>5.2</p>	<p>Review of NAPLAN data (Craig)</p> <ul style="list-style-type: none"> <li>• Starting to see the gap closing between the literacy and numeracy results.</li> <li>• Comparative data to show how Harmony students performed against other schools only became available this week (still to look at).</li> <li>• 97% of Year 3s and Year 5's participated in NAPLAN testing.</li> <li>• The school average is "above" for conventions of language; slightly below for writing. Overall results- Harmony students are achieving on par or better than average across all Australian schools.</li> <li>• A high percentage of students were in the top 2 achievement bands.</li> <li>• Overall, less students (in 2024) were requiring additional support to meet the year level standard (and these students identified are already on individualised support programs).</li> </ul>	
<p>5.3</p>	<p>Attendance Data review (Craig)</p> <ul style="list-style-type: none"> <li>• Comparisons are now regaining relevance as we exit Covid times</li> <li>• Main impacts now are families travelling/catching up with family</li> <li>• Overall attendance rate is 93%</li> <li>• 78% of students are maintaining regular attendance (this is 90% or greater attendance)- this is up from 70% in 2023</li> </ul>	

5.4	<p>Bushfire Planning</p> <ul style="list-style-type: none"> <li>• The plan is due at the end of August. Plan must be signed off by DFES.</li> <li>• Harmony is now downgraded on the bushfire registry.</li> </ul>	
5.5	<p>Contributions and Charges (Craig)</p> <ul style="list-style-type: none"> <li>• Voluntary contribution will remain the same \$60</li> <li>• The “stationery drop” worked well this year and will be re-offered for next year.</li> <li>• Discussed: Edu-Dance. 9% of students have not opted to do it. Lower primary school students appear to be more interested than upper primary students. The concerts remain very popular with families. The school is having conversations about whether to continue with Edu-Dance for next year or look to other programs.</li> <li>• Booklist items- To be able to “re-purpose” items, parents/carers need to be able to know what items their child still has before placing order with the supplier. (noted- writing books cannot be re-purposed if the line sizing isn’t the correct sizing for the year level).</li> <li>• Parent q: Can it be documented/communicated somehow that on times additional stationery items might be required throughout the year?</li> </ul>	
<b>6.0</b>	<b>Other Items/Comments</b>	
6.1	<p>School bus travel- seatbelt.</p> <ul style="list-style-type: none"> <li>• Parent rep raised concerns about students travelling in school buses without seatbelts.</li> <li>• Principal advised: <ul style="list-style-type: none"> <li>- When planning excursions, the school does a risk management plan around the safest travel options. The risk rating for metro travel is deemed moderate.</li> <li>- Refer to the “Local Excursion Policy” for more information.</li> <li>- Multiple factors are considered including 1) Road safety advise and research states that a child under 150cm is unsafe to be in an adult seatbelt (most buses are fitted with adult belts) 2) When travelling on an un-seatbelted bus, students are sat 2-3 to a row with legs facing forwards 3) Cost and availability of seat belted buses impacts.</li> <li>- Students have a PBS lesson on safe bus travel</li> <li>- Consent forms should advise if students will be travelling in an un-seatbelted bus (parents/carers can opt out)</li> <li>- Parents/carers are welcome to drive their child to the excursion if not wanting their child to travel on the school bus (cost of outing may potentially be changed if the student is not on the bus- parent/carer encouraged to talk with school)</li> </ul> </li> </ul>	
6.2	<p>Next meeting: 23<sup>rd</sup> October 2024 *Open Meeting</p> <p>Meeting closed: 6:35pm</p>	