



## Minutes of Alkimos PS Board Meeting

Monday 25 May 2020 – via WEBEX

### ATTENDEES:

#### Community Members

#### Parents or Family Members

- Louise Purton (LP), Bianca Marson (BM), Gill Kirk (GK),

#### Staff Representatives

- Sue Cochrane (SCoc), Sarah Chaloner (Sch), Mel Papadopoff (MP), Andy Gorton (AG),

#### Principal

Andrew Gorton (AG)

1.0	Apologies and Minutes of Previous Meeting	ACTIONS
1.1	Opening and welcome. <ul style="list-style-type: none"> <li>• The meeting was opened by Andrew Gorton (AG).</li> </ul>	
1.2	Apologies: <ul style="list-style-type: none"> <li>• Jayne Greenwood (JG), Simon Cox (SC)</li> </ul>	
1.3	Actions arising from the previous meeting: <ul style="list-style-type: none"> <li>• None</li> </ul> Previous minutes endorsed (BM) and (SCoc).	
2.0	Agenda Items	
	<p><b>Principal's Report (AG)</b></p> <p>It's terrific to be able to bring you this report. It's certainly been a unique and very testing time for everyone. I'm looking forward to another excellent year once we are able to get back to our 'usual' operations. Last week we averaged around 94% attendance- this is very pleasing. Unfortunately, all other restrictions remain in place.</p> <p><b>Enrolment, Funding and Staffing</b> Our semester 1 census enrolment was 622 students. This is currently 624 students. Our SLP-ASD is at capacity with 25 students, and a very healthy Contact List is also in place.</p> <p>At census, the student centred funding allocation to Alkimos PS was \$6 127 574.76. With our cash and salary carryovers from 2019, and locally raised funds, the total available is \$6 401 129. Of this;</p> <ul style="list-style-type: none"> <li>• \$ 379 000 has been set aside as our cash budget for 2020,</li> <li>• \$ 5 748 500 is allocated to salaries, and includes \$100 000 for discretionary salaries.</li> <li>• \$49 000 is set aside in reserve funding.</li> </ul>	

While largely fixed, these figures can be subject to variation due to factors such as if the school attracts grants from external agencies (such as Sporting Schools Australia), or if there are unforeseen incidents where, for example, we may have to draw on funds that were earmarked as reserves.

Included in our total allocation are a number of payments known as Targeted Initiatives. These are school-specific allocations and differ from school to school, and are allocated as either cash or salary. For example, funding for the SLP-ASD appears as a salary Targeted Initiative. Overall, our Target Initiatives total \$540 533.59, and are made up of these elements.

**Targeted Initiatives**

Date	Transaction Description
16 Mar 20	Targeted Initiative: In School State Funded Chaplaincy Program
	Targeted Initiative: School Psychologists - IPS Flexibility
	Targeted Initiative: Specialist Learning Programs for Autism Spectrum Disorder
17 Mar 20	Targeted Initiative: National School Chaplaincy Programme
18 Mar 20	Targeted Initiative: Graduate Teacher Induction Program and Graduate Curriculum Materials
20 Mar 20	Targeted Initiative: Level 3 Classroom Teachers Additional Teacher Time
	Targeted Initiative: National Partnership on Universal Access to Early Childhood Education
	Targeted Initiative: Schools With Low Proportion of Level 3 Classroom Teachers
<b>Sub Total</b>	

Responding to the COVID situation, every public school was allocated additional funding to support the employment of extra cleaners. For our school, this amount was \$28 461.86 and appears in our School Resourcing System as an Operational Response.

Finally, the school's resourcing and accountability for expenditure is captured in Funding Agreement for 2020 that both Louise and I are required to sign off upon. We have done this and I will table this document when we are able to meet face-to-face.

2.1 **SLP-ASD** Our Specialist Learning Program-Autism Spectrum Disorder continues to develop and is clearly having a fantastic influence. Mel Papadopoff will bring us more news in her report. At a system level, it is interesting to note that at this stage, there are no plans to increase the number of public schools hosting this program (currently 16), but there is the intention for an extensive evaluation of the program- this is great news.

2.2 **School Policies** I have sent two school policies for the Board to review and I will ask for endorsement of these. The two policies are a Mobile Phone Policy (updated to reflect State Government directives for mobile phones in schools) and a Good Standing Policy, formalising the requirement of the State Government that every school shall document such an approach as part of their behaviour management policy.

2.3 **School Development Day- 29 May** This School Development Day will go ahead as planned. Given the natural intense emphasis on responding to COVID-19, this day will be a welcome opportunity for staff members to refocus upon teaching and learning, to review other areas of our Operational Plans, and to meet as teams to plan for the remainder of the school year.

2.4 **Semester 1 Reporting to Parents** Other than the information reported in the media (that is; no grades will be assigned to student achievement), we are still waiting for advice concerning how reporting will look for this semester. In the

2.5	<p>meantime, we have developed our own guidelines to enable class teachers to begin the preparation of reports. The information in these reports will differ substantially from our usual reporting. We are very mindful of the implications of this. Where we feel students are 'at-risk', are potentially tracking for a D or E grade, or may have received a grade that differs noticeably from Semester 2 last year, families will be notified now. We feel it's important that there are 'no surprises' in Semester 2 when we do report using the grade allocation scale.</p> <p><b>Annual Report</b> Due to the COVID-19 situation, the Department of Education advised that an Annual Report for 2019 would not need to be published. I think this was a sensible directive given that schools' energies were intensely focussed elsewhere, and still are.</p> <p>Andy Gorton, <b>PRINCIPAL</b></p>	
<b>3.0</b>	<b>General Business</b>	
3.1	<p><b>School Development Day – Pupil Free Day</b>  Additional day to address COVID19 needs.  Focus on teaching and learning.</p>	
3.2	<p><b>Reporting to Parents</b>  No grades awarded to students.  Generalised comment focussed upon programs.  General comment ✓ ABE ✓  Parents will be contacted if teachers have concerns about student progress.  LP will this affect Year 6 students?</p>	
3.3	<p><b>Specialist Learning Program from MP</b>  25 students in SLP  Will be funded until 2025.  Extensive evaluation – see results with what is happening, finishing at 16 schools.  Annual Report each year.  Have two students who are likely to exit the program.  Room for new students.  38 – 40 students on contact list – not all of these are suitable.  At 25 students, program becomes self-funded.</p>	
3.4	<p><b>Mobile Phone policy – (AG)</b>  Directed by the Department.  AG explained the Policy.  Clarification by LP around the wording on school site (at the gate).</p> <p><b>Good standing Policy – Directed (AG)</b>  Every student <b>has</b> good standing. AG would like <b>all</b> students to have good standing (K – 6).  Outlined what happens if you lose it.  What to do to earn it back.  Linked to Behaviour Policy.  SC explained incident report form (BMP)  Hold the policies to be formally endorsed next Board meeting.</p>	
3.5	<p><b>Board Members (AG)</b>  Extend Board Members by 2 community members in 2020 that will allow for correct balance of staff to community rep.</p>	

3.6	<b>Louise Purton (LP)</b> Do you know when the gates will be opened before 8:20am? Phase 3/phase 4 directions from the Government. Conscious of the rain. Regardless of times, kids will congregate.	No (AG)
3.7	<b>Bianca Marsden (BM)</b> Can there be some communication around gathering on the footpaths?	AG to send out Connect message/ perhaps open more gates.
3.8	<b>Louise Purton (LP)</b> School and staff have done an amazing job. Calm level headed, sense of normality. Teachers and staff should be proud of their efforts. Staff have not shown their apprehension.	
3.9	<b>AG/SCoc</b> Staff grateful and thankful to parents for the support and conversations had happened to prepare children to come back to school.	
<b>4.0</b>	<b>Next meeting</b>	
4.1	TBA	
<b>5.0</b>	<b>Conclusion</b>	
5.1	<ul style="list-style-type: none"> <li>AG thanked members for their attendance and input.</li> </ul>	
<b>6.0</b>	<b>Meeting close</b>	
6.1	The meeting was closed by Andrew Gorton (AG) at 7:18pm.  <i>Signed by Chair:</i>	