



# KINROSS PRIMARY SCHOOL

*An Independent Public School*

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PRINCIPAL: Helen Demiris

ASSOCIATE PRINCIPALS : Anne Alford, Richard Ewen, Michelle Bell, Pippa Hart

## BOARD MEETING AGENDA

Board Meeting No 5/15

6.30 p.m. commencement

28<sup>th</sup> October 2015

Kinross Primary School Conference Room

Chairperson:	Roger Crook
Recorder:	Natalie Blewitt
Members Present:	Shane Hart, Allison Vickery, Natalie Blewitt, Helen Demiris, Pernilla Elphick, Kerry Hollywood
Apologies	Albert Jacob, Justin Hahnel, Anne Alford
Minutes of previous meeting	Emailed

### AGENDA

<b>Welcome (Roger 2mins)</b>	Shane Hart appointed acting chair in the absence of Roger Crook.
<b>Minutes of Previous Meeting (Roger 5 mins)</b>	Review, accept and sign. Minutes formally accepted.
<b>School Business Plan 2016-18 Operational Plans (Helen)</b>	<p>Draft plan presented. Business plans are a living documents and need to be reviewed more frequently. Question: 17% improvement for Numeracy but not for English? Data shows this is a target that we want to reach. We want to push our extension children more. Further growth for extension children between years 3-5. We were quite 'conservative' with our previous Business Plan and we want to set ourselves some higher targets for the 2016-2018 Plan.</p> <p>Maths is a focus for this Business Plan. The Targets are set differently for Maths and English.</p> <p>Social and Emotional wellbeing. Focus on Persistence and student surveys will be implemented as a way to track this data.</p> <p>Partnerships in the Coastal Cluster – continuing to grow this relationship.</p> <p>Board – working on raising the profile of the Board.</p>

	<p>Business Plan endorsed by Board members.</p> <p>Next step is to implement the Business Plan information into Year Level Operational Plans – showing a direct link between these two documents. These are now being compiled and will be reviewed by Line Managers.</p>
<b>Staffing Information 2016 (Helen)</b>	<p>24 classes for 2016. Staffing is well underway. Hopefully by our transition day – classes will be set. Transition Day 2<sup>nd</sup> December.</p> <p>Principal position has been advertised on 27<sup>th</sup> October. Applications close on 9<sup>th</sup> November. This will be a clear vacant position as Doug Booth has relinquished this position. Kinross Primary has been reclassified as a Level 5 school.</p>
<b>Costs and Contributions 2015 Personal items list (Helen)</b>	<p>School photos cost has gone up. This is the maximum amount that parent will pay if they purchase the full photographic package.</p> <p>Year 6 costs have gone up due to camp, graduation etc.</p> <p>Swimming costs have gone up due to the cost of transport.</p> <p>Cost and Contributions fully endorsed by Board Members.</p> <p>Personal Items List fully endorsed by Board Members.</p>
<b>School Naplan Data(Richard)</b>	<p>MIS Data Collection Sources presented to the Board. School Assessment Profile presented to the Board.</p> <p>A number of Data Sets were presented to the Board showing NAPLAN results across Year 3 and Year 5. Comparison data was also analysed between covert groups (Same students tracked from Year 3 to Year 5).</p> <p>Heavy focus across the school in Grammar, Spelling and Punctuation during 2014 - data is reflective of this focus. Results improved in Year 3 and Year 5 across these areas.</p> <p>Areas for improvement and focus in our NAPLAN data is reflected in our Business Plan 2016-2018.</p>
<b>Student Survey Results (Anne)</b>	<p>Student survey was conducted – an online survey across the Year 5 and Year 6 groups.</p> <p>Positives: Students felt supported academically.</p> <p>Area of concern: some students indicated they didn't felt safe at school. This has prompted a review of our Behaviour Management Plan.</p>
<b>Update on works to school grounds</b>	<p>Basketball courts were meant to be resurfaced over the holidays. We now need to determine the drainage system. Retaining wall is required to channel water into the spoon</p>

	<p>drain. This needs to happen before the resurfacing can take place. This process is on going.</p> <p>Flooding into the utility room will be repaired with extra guttering and soak wells. Works to this areas should be completed by the end of term.</p>
<b>Other Items of Business</b>	No other business to report

**Next Meeting – Open Board Meeting – Wednesday 2<sup>nd</sup> December 6.30pm**

**Meeting Closed at 7.55pm**