

RIVA PRIMARY SCHOOL BOARD

Meeting No. 4 / 2022 – Tuesday 14th June 2022

1.0 Welcome and apologies

Present: Aaron Chaplin, Emma Brolly, Michelle Berry, Shrikant Tawani, Jodie Van Der Zwan, Scott Olney, DJ Wadson, Kristy Yew, Dianne Carlshausen, Manpreet Kaur

Welcome to Manpreet who joins us as a new board member.

Apologies:, Harpreet Singh, Cid Dare, Prateek Jain

Meeting opened at 5.03pm

Acknowledgement of Country – Aaron.

Aaron reminded us of the Board Statement of Purpose and Code of Conduct.

Confirmation of Agenda

2.0 Disclosure of interests

No conflicts of interest identified.

3.0 Minutes of Previous meeting

Review of previous minutes from meeting of Tuesday 17th May 2022.

Minutes accepted – Moved - DJ Wadson, Seconded – Michelle Berry

Actions arising –

- We haven't yet conducted the survey for traffic and pedestrians due to weather. We will look at doing the survey in the near future. We do the survey a couple of times and then Main Roads come to survey to verify. In the next newsletter we will provide the community with information about the upcoming surveys.
- Aaron sent a letter to Main Roads about traffic signage (repeater signs for the school zone). They acknowledged the letter and the school expects a reply soon.
- While speaking about homework – we discussed the idea of clubs. The community have been provided with a survey to see what the appetite for clubs is for our families. If there is sufficient interest and support, we will investigate offering these opportunities or seeking private providers to provide the services from the school site.

4.0 Planning the plan

At our last meeting the Board was provided with a selection of photos and groups picked a photo and spoke about the photo in relation to their children and our school. The staff completed a similar activity at the following staff meeting. Board members revisited the photos and the words and phrases that the groups had written about each photo, comparing those of the Board and Staff.

Board members were asked to choose one word that stood out for them

Engagement, Learning, Fun, Fun, Inclusion Caring Joyful Success Thriving Inclusion

Second word – Happy, engagement, safe, interactive, learning, inclusion, interested, engagement, playful, learning

Summarising the key themes from the words that were chosen.

1. Engagement/Interest
2. Inclusion

3. Learning

4. Playful/Fun/Joy

Some discussion around other ideas, safe, supported. Aaron summarised some of the discussion that included that our values have been part of the discussion. Aaron suggested that community is also an important part. Aaron asked if there were any other words that anyone wanted to include. Our work on the plan will continue to be a work in progress.

5.0 Changes due to enrolment pressures/enrolment updates.

- For the board to note. Our school is under enrolment pressure with some classes above their limits. The school was planned for 300 and we currently have 440 students and continue to get more enrolments. We have given teachers more time for planning and some extra assistance in class.
- In Term 1, the leadership team looked at the class structure and possible changes which would have disrupted 9 classes, and created minimal change. The decision was made to keep going as is for Semester One
- As enrolments continue to grow, we have made the decision to create a new class. The Year 2/3 class will be split into a Year 2 class and a Year 3 class. This move will relieve pressure on 6 classes and provide space for some new enrolments. The parents of the Year 2/3 class have been informed and there are also 16 other students who will be moved to the new Year 2 or Year 3 classes, with the parents' support.
- This change in structure will provide space in Years 1 – 4. We will possibly need to look at doing something for the 4/5 and 5/6 as they are at or over capacity.
- The parents of students who will be moving, have been very supportive and understanding. We would prefer not to have changes; however we feel that there is a need for this to reduce class sizes.
- Aaron has applied for 4 new transportable classrooms for next year to accommodate the enrolments of Kindy and Pre-primary. They are all Early Childhood rooms which will be placed on the woodchips near the Early childhood playground. Currently there is a Pre-primary class in a regular classroom which provides a challenge with toileting and getting to and from the playground.
- Question about the future planning of resources and infrastructure for the demographic of the area. Aaron explained that we would have already had transportables this year if not for the timing and the lack of available transportable buildings.
- In 2 years, we will be at capacity of our buildings (590) and then we have further capacity with transportable buildings (up to 900)
- There may be future new primary schools built in the area in coming years, as enrolments continue to grow.

6.0 The Statement of Expectation – A consultancy protocol

- The statement of expectation was developed last year, however the school did not have a Board to be able to sign the statement.
- Previously there were different processes for independent public schools and other public schools. The Director General is bringing all schools under the same processes.
- Board members have already been sent a copy of the Statement of Expectation for review. Aaron is required to adhere to the statement.
- Question regarding collegiate principal – this role is a mentor/resource person for principals.

Aaron asked for any questions or feedback.

Aaron moved that *the Riva Primary School Board notes the Statement of Expectation.*

Seconded Emma Brolly . **All in favour. Motion carried**



7.0**Meeting times review**

- Shrikant asked if there would be a possibility of moving the meeting time to a time that allows for some members who do not finish work by 5pm. Open for discussion to possibly move the meeting to 6pm.
- The Board made the decision to start the meetings at 6pm and finish by 7pm starting in Term 3.

8.0**Reports and operational matters**

8.1 – Financial Report – Aaron pointed out that the budget is “in the red”. We are on track to spend more money than what we have. A school budget review has been instigated to seek further funding due to significant increase in enrolments since the February Census.

8.2 Staffing – We have appointed a teacher for our new Year 3 class to start next term. The teacher has been appointed from our appointment pool. We will announce this to the people affected. There will be possibly more Education Assistants appointed as well.

8.3 Buildings and Grounds – There are new signs installed into the carparks to assist with finding the correct entries and to further try to correct and guide travel in the right direction.

9.0**Other Business**

- Dianne mentioned that over 300 families have paid their voluntary contribution which is impressive and much appreciated.
- Aaron asked for feedback about swimming. Shrikant reported that it was very positive and organisation was great. Emma was also happy with the swimming, would have liked more photos/video. DJ – all good. Scott was happy, only concern was with the cold. Manpreet was also concerned with the cold especially children with long hair having to wash each day.
- Aaron explained that we didn't get much choice of timing of swimming lessons due to being a new school. Aaron liked the venue due to no other people being at the venue. We were able to take all of the students regardless of needs. It may have been different if we had have been at Cockburn Arc however, there would have been a lot of public and other classes etc. Emma liked that it was private. Aaron explained that the change rooms were inadequate – so we could not change the students at the pool. Question whether the size of the pool would affect the older children. Aaron said that our students are not at a level of needing a deeper pool. The students could stand in the water. Aaron has been proud and appreciative of the students and families for being supportive of the swimming program. Aaron will be booking for next year in coming weeks, and Aaron will preference State Swim as the venue. He will have to provide multiple preferences. Most schools want the same time (summer).
- Aaron also noted that he would continue the COVID cases update email for families for the rest of the term and then stop. Aaron is happy to do this for as long as useful and then discontinue sending the updates. From the end of this week the email will come from Karen, our school officer instead of Aaron.

10.00**Round table evaluation**

An evaluation and summary of the meeting was given by DJ Wadson.

11.0**Meeting Close**

There being no further business, meeting closed 6.29pm

Next Meeting Tuesday 9th August 2022, 6.00pm.

