

SCHOOL BOARD **MINUTES**

RIVA PRIMARY SCHOOL BOARD	
Meeting No. 3 / 2025 Tuesday 19 th August 2025	
1.0	Welcome and apologies
<p>Present: Aaron Chaplin, Jodie Van Der Zwan, Mark Campbell, Manpreet Kaur, Kiarni Englebrecht, Michelle Silver, Jeff Gan, Sarah Butler, Aliya Broadley, Dianne Carlshausen</p> <p>Apologies: Kristy Yew, Robert Bruno</p> <p>Meeting opened at 5:30pm Agenda was confirmed by Kiarni Englebrecht</p>	
2.0	Disclosure of Interests
Nil.	
3.0	Minutes of previous meeting
<p>Review of previous meeting minutes, Tuesday 27th May 2025. Meeting minutes are a true and correct record of the meeting:</p> <p>Moved Sarah Butler, Seconded Jeff Gan</p> <p style="text-align: right;">CARRIED</p>	
4.0	Presentation and Analysis of School Performance Data
<p>Overview of NAPLAN Data</p> <ul style="list-style-type: none"> • This will be the first time for which we can link Year 3 and Year 5 Data and show progress growth. • They changed how NAPLAN is reported in 2023. • Our school context is quite unique with the high number of students with disability. • “Like” schools are those that have the same ICSEA. • There is a gap at the top of the data “High Achievement” due to the make up of our school, however we want to get to as close to the like schools as possible. • We have a diverse range of students from high performing students to students who have quite different educational goals. • Aaron provided the results for each area of NAPLAN for Year 3 and Year 5 as well as the comparison of the data for the Year 5 students (2025) against their data from Year 3 (2023). • Aaron provided the data showing the achievement of Year 6 students in Science for the opt-in NAPLAN Science literacy. • This year is the first year the Civics and citizenship NAPLAN option test for Year 6, this data was also presented. 	
5.0	Recommendation of Out of School Hours Care Provider 2026 - 2027
<ul style="list-style-type: none"> • Expressions of interest were invited from companies to provide Out of School Hours Care at Riva for the 2026-2027 period. • There were four detailed proposals submitted. Members were sent the proposals to pre-read. • Aaron provided the companies with information about our school and our unique inclusivity, which they were advised that they also need to accommodate. • They were provided with parameters of what we were looking for, including their vision, capacity, rates, booking and cancellation policies. 	

- They were also asked to provide examples of engaging activities, weekly schedule and meaningful and planned provision for the children in their care. Lastly the proposed financial arrangements.
- General discussion of the proposals and merits.
- School to seek clarification on some details raised by the Board prior to the school entering the agreement with the recommended provider.

Motion: *The Riva Primary School Board recommends OSHClub as the preferred provider for Riva PS Out of School Hours Care for 2026 and 2027.*

Moved Michelle Silver, Seconded Jeff Gan.

CARRIED

6.0 Reports and Operational Matters

6.1 – Financial Report – Report was sent to members. Question about below and above threshold. At census means at the end of Week 3 Term 1. We now have 28 students more than we had at the time of the Census (so unfunded).

Question about disability allocation – there are 87 students who have disability funding. The educational adjustment – is the children performing at the low end of NAPLAN in combination with NCCD data. In a future meeting we will run through the funding lines.

6.2 Staffing – We are currently advertising our teacher recruitment pool for next year. We are taking part in the trial streamlined process of the Department for our recruitment. The new process involves a standard CV template that applicants use. We are generally stable in teaching staff, however there is some movement with staff taking leave. We also are growing with the large number of students at the lower end of the school moving up through the school.

6.3 Buildings and Grounds - Transportable Classrooms 2026 – at this stage we are getting another 2 classrooms. The new buildings will be placed behind the basketball courts, near the last set of transportable classrooms (Block 7).

7.0 Other Business

Agenda and calendar – was noted at the wrong time at 6:00pm – will be corrected to our newly agreed 5:30pm meeting time.

8.0 Roundtable Evaluation

Mark Campbell provided the meeting summary.

9.0 Meeting Close

There being no further business, Michelle thanked all members for attending and declared the meeting closed at 6:40pm

Date of next meeting: **Tuesday 4th November 2025, 5:30pm**