

SCHOOL BOARD MINUTES



RIVA PRIMARY SCHOOL BOARD	
Meeting No. 2 / 2025 Tuesday 27 th May 2025	
1.0	Welcome and apologies
<p>Present: Aaron Chaplin, Jodie Van Der Zwan, Mark Campbell, Manpreet Kaur, Kiarni Engelbrecht, Michelle Silver, Jeff Gan, Sarah Butler, Aliya Broadley, Kristy Yew, Robert Bruno. Special Guest – Charu Sharma (Science Specialist)</p> <p>Apologies: Dianne Carlshausen</p> <p>Meeting opened at 6.00pm Agenda was confirmed by Aliya</p>	
2.0	Disclosure of Interests
Nil.	
3.0	Minutes of previous meeting
<p>Review of previous meeting minutes, Tuesday 11th March 2025 Moved as true and correct by Sarah Butler Seconded - Kiarni Englebrecht</p> <p style="text-align: right;">CARRIED</p>	
4.0	Feature Presentation – Science / Everest / First Lego League
<ul style="list-style-type: none"> Charu Sharma provided an overview of the Science, Everest and Lego league programs at Riva. The Science curriculum is aligned with the WA Science curriculum as set out by the School Curriculum and Standards Authority. There is an emphasis on hands on learning and inquiry where tasks are open ended for enhanced research and learning skills, without the time constraints. Charu demonstrated a lesson based on mining that she has taught to year 4 and year 6. Members had a go at “mining” a choc chip cookie with toothpicks. Everest program. Charu runs the gifted and talented program at Riva. The Everest program is an enriched coding, robotic and 3D printing program, bringing together Science technologies, Engineering and Maths. Student identification through assessment and recommendations from teachers and parents. The goal of Everest is to provide a challenging and stimulating learning experience and aims to support students to work together and collaborate. Year 1 and 2 work on Edison robots and Lego motion essential kits. Students explore coding through scratch junior. Year 3 and 4 are working with micro-bits, Lego spike and learning how to Cad design to 3D print. The students work together on different projects. Year 5 and 6 work with Lego Spike prime kits, micro bits, Cad designing on Tinker Cad software, 3D printing. They explore and consider ethical points of view, social impact and environmentally sustainable factors when developing design solutions. First Lego League involves a friendly competition with teams of student engage in in research, problem solving, coding and engineering as they build and program a Lego robot that navigates the missions of a robot game. Last year one of the teams won a team values trophy. 	
5.0	Forward
<ul style="list-style-type: none"> The School’s current plan, Voyage is now in the final year of its cycle. Aaron reminded the board of the school’s vision: “We imagine a better school for every student and then become that better school, every day”. 	

- This term each class has asked students to help create a representation of the school vision and provide ideas of how they can imagine a better school.
- Board members were asked to put their ideas onto sticky notes, for their ideas of what they would like to see for the vision for their students. The group looked at the different ideas and grouped ideas that were alike.
- Michelle asked when will the plan be finalised – Aaron said it will be worked on over the year and finished at the end of the year.
- The Board will have further opportunities for input.

6.0 Schedule of Business and Road Map

- **Out of school Hours Care** – the current contract ends at the end of the year. We could extend, however Aaron suggests that we go to market again. Last time we went to market the fees for the school increased and we were able to get extra benefits/conditions for our parents.
- What Aaron wants is a safe and engaging service that aligns with our school and values. As a school we are not a licensed OSH and we engage an outside private company to run the service with the use of our facilities which are outlined in the contract. Every couple of years we invite companies to put in an expression of interest to run the service for our school.
- There are private and not for profit companies. Initially the school pilot group went with the provider that aligned with our values and not the most money.
- For the kids we want the programs and staff to be great. When we put out to tender, the companies that respond will send through lots of information etc. Aaron will send the information to the board members and ask everyone to read through the information and together make a recommendation.
- Aaron will provide a summary of the providers that do put in for tender.

Action: Expression of Interest to be made available to interested providers.

- **Scheduling of meetings:** Aaron asked is there any items that the board would like to see covered in our meetings. Mark would like to see more about the whole school programs and policies, eg the homework policy. If there are things that you would like to know and added to our meetings, please let Aaron know.
- Question about earlier time – Michelle asked whether the members would be happy to start the meetings earlier. General discussion and resolve as below:

Motion – *That the Riva Primary School Board move the scheduled meeting time to start at 5:30pm.* Moved, Michelle Silver, Seconded Jeff Gan

CARRIED

7.0 Reports and Operational Matters

7.1 – Financial Report – Financial reports were provided to Board Members ahead of the meeting.

Question about State Election commitments. There was a small promise for \$50,000-\$60,000 which we should receive in August. There was a further promise \$250,000 to provide extra “cover” (not undercover areas). This money will be used for permanent structures to provide shade over two bike enclosures, for one of the playgrounds, and the cover over the demountable classrooms and possibly the basketball court. Funds and progress will come after the State Budget is approved.

Statement of Expectation and Funding Agreement 2025

- Once a year we have to sign off on the funding agreement that outlines our funding and the expectations. A copy of the Funding Agreement was sent to all Board Members.
- It was noted that the Aaron as the Principal and Michelle as the Board Chair, signed the agreement at this meeting.

NOTED

Aaron will provide explanations for some of the funding areas in detail at a future meeting.



7.2 Staffing – nothing to report.

7.3 Buildings and Grounds - The school had a WorkSafe inspection on Friday. Worksafe have sweeping powers. They issued 3 improvement notices which must be actioned. The three areas were - clean up storerooms (needs to be actioned in 3 months), the hanging wires in our classrooms that were installed with the buildings have to be changed to ones that can lower (need to be changed in 6 months), and the perspex panels on our undercover doors must be replaced (200 panels to be replaced with 8 months to complete).

8.0

Other Business

- Mark provided positive feedback for the assemblies this year, what has been changed has been noted as a more polished assembly.
- Board members have completed the criminal history check.
- Michelle requested to include Acknowledgement of Country into the agenda – will ensure it is a specific line item.
- Question - do we need a P&C rep. Aaron said we could have community representative, if we identify someone who would add value to our board. P&C members can nominate to be on the board when positions are available.
- Michelle asked Aliya about the Cultural advisory group. The group is going to work to further develop the cultural book with input from the book with input from the community. The group is broadly representative of our diverse school community.

9.0

Meeting Close

There being no further business, Michelle thanked all members for attending and declared the meeting closed at 7.17.pm.

Date of next meeting: **Tuesday 19th August 2025, 5:30pm**

