

SCHOOL BOARD **MINUTES****RIVA PRIMARY SCHOOL BOARD**

Meeting No. 2 / 2026
Tuesday 10th March 2026

1.0 Welcome and apologies

Present: Aaron Chaplin, Michelle Silver, Sarah Butler, Aliya Broadley, Kristy Yew, Robert Bruno, Dianne Carlshausen, Kiarni Englebrect, Jeff Gan, Neeraja Chinnaraj, Jodie Van Der Zwan, Omer Ahmad.

Apologies: Mark Campbell, Manpreet Kaur

Meeting opened at 5:30pm
Acknowledgement of Country

2.0 Disclosure of Interests

No conflicts of interest were identified in relation to items on the Agenda.

3.0 Minutes of previous meeting

Review of previous meeting minutes of meeting held Tuesday 10th March 2026.
Moved, Michelle Silver, seconded, Sarah Butler.

ACCEPTED

- No business arising.

4.0 Public School Review Presentation

Presentation and discussion of our submission for our upcoming Public School Review.

Aaron explained the Public School Review process and went through the 6 different domains.

- **Relationships and partnerships** – teams work together to focus on student improvement. The organisational structure shows who is responsible for different areas. Staff communication and parent communication – we have data to show who engages in the different forms of communication. We try and engage parents in multiple ways. We also survey students. Parents were involved in interviews this year. We have a range of other community engagement strategies

Our judgement in this area is that we are as expected, and we have identified areas for improvement.

- **Learning environment** – this area includes everything around being safe and inclusive. How we involve and represent our community. We survey our staff each week to see how they are doing. Student wellbeing is covered with our plans incorporating *Tracking Better* and *Friendly Schools*. Our behaviour expectations are taught to the students each week. We interview new students and we also maintain student profiles for some students.

Our judgement - as expected.

- **Leadership** This incorporates our vision, our plans and our handbooks. We also have operational plans that break the big ideas from the school plan into smaller goals and identify what we will do each year. We have also developed different GPS documents that support staff to implement our school strategies. Evidence of change management – we restructured in 2024 to set up our RAP program and our gifted and talented program. We developed our RISE handbook for inclusive education. We have a plan for developing our teacher leaders, support EAs and all teachers participate in instructional coaching. We are also supporting other schools with inclusion. We have a comprehensive student leadership program.

Our judgement - as expected

- **Resources** – how we use the student centred funding that we get from the Department of Education. Our Annual Report shows where we spend our resources. Last year we had a compliance audit, there were a few areas that needed attention but they have been

addressed. We have budgets for each operational area that are approved by the Finance Committee. We manage our staffing budget which is quite tight. We have a Workforce Plan that supports our development and was needed due to our rapid expansion. The Board is provided with all the financial reports. We have evidence to show how we use our finances to support student achievement.

- **Teaching quality.** We have our Pedagogy Atlas, which is supported by operational plans, and GPS documents. Professional learning has included Shaping Minds, Universal Design for Learning and inclusive strategies. The professional learning means our staff are clear about what good teaching looks like. We have comprehensive learning area planners to support teachers. To support students, we have small group tuition and intervention as well as gifted and talented programs. We use data to see how our students are going and monitor and adjust.

Our judgement – as expected

- **Student achievement and progress.** This includes our assessment plan, and data from assessments are entered into our school reporting system. We used this data for parent interviews. NAPLAN data – shows how we are going and how it is improving. We have a range of data – On entry, Brightpath, how grades align with NAPLAN and school-based assessments.

Our judgement – as expected

In summary – we have uploaded evidence and judgements for the School Review. We hope that the reviewers will come in and agree with our judgements. We have 36 staff and some parent reps involved in the school review.

Aaron will send through the presentation.

5.0

Draft School Plan

- Presentation and discussion of the Draft Riva Primary School Plan – *Journey*.
- This plan guides the next five years for our school, and incorporates staff, parent and Board input. It also includes improvement actions and targets identified through our school self-assessment in the lead up to the Public School Review
- When we started the school, we asked the parents what was most important – the most important things were for the kids to be happy and safe, needs met, and learning.
- We started working on the new school plan with staff in February last year. From the staff feedback Aaron compiled the ideas and we have worked that even more and now have a streamlined plan.
- Our focus is Achievement – Quality teaching; Inclusion – every student meeting their potential; Respect – culture of excellence.
- Currently the plan is in draft. The reviewers may come up with some things that we haven't thought of yet which we will add to the plan.
- The Board will have a further look at it at the next meeting.

6.0

New Classroom Block

- Presentation of broad scope, timeline, placement and some considerations in association with the WA Government Announcement for a new, two-storey \$21 million teaching block for Riva Primary School.
- Aaron explained that we knew that it might happen. Our school has limited land – we own out to the courts and the water tank. The City of Armadale owns most of the oval.
- The first proposed solution was double storey transportable classrooms.
- The Department then investigated the possibility of building a new permanent building.
- This became even more serious when it was further developed with the involvement of an architect and development of a costed proposal, which included site inspections, engineering and technical reports in preparation for submitting the case to the Treasury;
- The announcement was that the building will accommodate 240 students. This is not necessarily 240 additional students, rather to accommodate our existing students, with modest growth through the cohorts moving through the school.



- Currently, we have 17 transportable classrooms so the new classrooms will take away some of those buildings.
- This plan still needs to go through the Development Approval Panel.
- They will build the new teaching block, and then remove some of the transportable classrooms.
- We won't lose any carparks.
- Anticipate total timeframe of 18 months – 2 years.
- Notional siting plans and first draft layouts of the teaching block were shown at this meeting.
- Specifications will be as per the WA Public Primary School Design Brief, which stipulates classroom sizes, layout etc. Architectural and structural aspects of the building are determined by the brief, and the successful architects and builders, with no variation.
- There is no timeline as yet, but, with funding announced in the State Budget, project can proceed to development approvals and put out to tender for awarding of the building contract.
- We will share information as it becomes available.

7.0 Feedback and discussion about Parent Interviews Day

Feedback from members

- Thought it was really good; teachers were well prepared and provided with some ideas to support at home.
- Timing was great – can do interviews before work and after.
- For some they had to take time off however it was important –and was good to get feedback from art, science and music teachers.
- Question – could there be online options?
- Are you thinking of asking for feedback survey?
- One parent brought their children – teachers did involve the students – feedback was constructive. Having the children there was helpful
- The report overview was helpful, and the teacher explained the data for the parents.
- Everyone found the booking system was good and people got the times that they wanted.

Aaron asked - Would you like a second interview?

Some discussion and possibly would like a second day in Term 3.

Will take to the school assessment working party for discussion, and then a parent survey.

8.0 Reports and Operational Plans

8.1 – Financial Report – Provided for members. Funding agreement for schools was presented. Aaron explained the agreement. The Board noted the agreement, which was signed by the Principal and School Board Chair.

8.2 Staffing – Question - Were there successful DP applicants? – Aliya Broadley was appointed to the permanent position. We have an identified person from the pool to take over while Aliya is on parental leave. We will be advertising an EA pool this term and Term 3 we will advertise our teaching pool.

8.3 Buildings and Grounds – State Election commitments update. Government announcement – building which has been discussed. State government election promise - we had \$60,000 for shade and another \$250,000 for shade promised. First priority is bike compound shade and second priority is links over Block 6 to prevent rain. We also hoping for shade over the playground near the hub. These works are currently advertised on TendersWA, and should be completed by the end of this year.

9.0 Other Business

Achievement Certificates: Feedback / question - Is there is a way for every child to get a certificate every year?

Two certificates per class, and one per specialist teacher are presented at each assembly. There are not enough assemblies in the year to get through every student.



We have other ways of acknowledging students, class awards, teacher-based incentives, House tokens.

Natureplay WA: suggestion that the school could have a workshop. Information will be forwarded to the school.

Rope Swing safety: A parent has voiced concern. The school developed a locking mechanism that secures the swing before and after school, so the swing is not used without staff supervision. There have been no accidents or injuries on this piece of equipment since we opened in 2022. All playgrounds have an element of risk.

10.0

Roundtable Evaluation

Thank you to members for listening to the presentation. We hope you have some insight into the Public School Review process and the links across our planning, and student achievement and progress.

11.0

Meeting Close

There being no further business, Michelle thanked all members for attending and declared the meeting closed at 6.48pm

Date of next meeting: **Tuesday 11th August 2026, 5:30pm**

