



Open Board Meeting Minutes Winterfold Primary School

DATE:	25 March 2025	CHAIR PERSON:	Board Chair: James Pengelley
TIME:	7.00pm	MINUTE SECRETARY:	Manager Corporate Services (MCS): Leanne Cross
ATTENDEES:	Kim Calabrese, Leanne Hill, Kylie Bonser, Danielle Doherty, Alison Hilton, Aylah Phipps, Pascale Audy, Julia Calvert, Brenn Hislop; Amy Douglas; Andy Jones;		
APOLOGIES:			

Read by Ayla Phipps
Kaya. Ngalak djoorabiny noonook djinanginy nidja.
Ngalak dandjoo-koorl nidja kwobidak kaadadjiny-miya-p Beeliar Wadjak Noongar boodja-k. Ngalak kaadatj Noongar Birdiya wer moort koora koora, yeyi wer boordakan.
Winterfold Kaadadjiny-Miya-p baal yengkalang kwobidak boorn wer djerup wer moorditj moort.

Translation -
Hello. We are happy to see you here.
We come together at this beautiful school on Beeliar Wadjak Noongar country.
We acknowledge Noongar Elders and families from long ago, today and into the future.
Winterfold Primary School is surrounded by beautiful trees and birds and is supported by strong families.

ITEM REF	ITEM	LED BY	DISCUSSION / PROGRESS REPORT	ACTION & TIMELINE
1.	Welcome Apologies Acceptance of previous minutes	Chair	Minutes of the previous meeting signed and dated as accepted and confirmed by the Chairperson Accepted AH seconded JC. All agreed	
2.	Business arising from previous minutes	Chair	WAPBS – still in draft, see Principal Address Use of Resources. Uniform – Survey closed. More discussions below. Community Member – Brenn Hislop Fremantle College DP has joined. New Board Member	Invitation by Board member regarding position to be sent in newsletter via the Board Chair.
3.	School Board Training	Craig Ashby	Board Training presented by Craig Ashby. Thank you to Craig.	

4.	Principal Report	Kim to send out Principal report via Connect earlier.	
Relationships and Partnerships			Role for Board
- Annie St Community Garden continues to thrive, and our collaboration is evident in the scheduled visioning workshop for 29 March.			Inform
- RAP meetings are continuing termly. Feedback from recent meeting will shape our future direction. In Term 2 WPS presenting our reconciliation journey with Fremantle College for network.			Inform
- P&C have a full calendar of community events and fundraisers. All positions filled but treasurer role. P&C working on replacement for Amy Douglas who has done an outstanding job.			Feedback
- P&C purchased two new speakers for undercover area. Appreciated greatly.			Inform
- Parent meetings successful start to year. Opportunity to meet teacher and hear more about what the year will look like in that classroom.			Inform
Use of Resources			
- Work completed over holidays, resurfacing basketball courts and alcoves. Feedback has been positive.			Feedback
- Resourcing again for National Quality Standards (NQS) Framework directions in Early Childhood. Providing extra resources like 'spare parts', games, home corner, dress ups.			Inform
- Staffing – seamless transition with new staff. Welcome additions with excellent skill sets and value adding to school.			Inform
<p>- Uniforms – attached is the survey results about our school uniform. Attached at bottom of address is last meeting information about uniforms as reference.</p> <p>Discussion on data from survey on uniform. One thing that came through is that there seems to be no clear understanding of what is expected by community. Stds are happy to wear the tops however bottoms need clarity.</p> <p>Discussion on materials for uniform.</p> <p>Historically there has been a faction Friday.</p> <p>Thoughts on making the choices clearer for the bottoms of the uniform.</p> <p>What colour do we go for a bottom? Discussion on going for an all black colour. Uniform wearing will have to start from Kindy, this could be a starting point for a transition period for a change.</p> <p>Consideration on a different Kindy top?</p> <p>Agreed that we look at black bottoms.</p> <p>Ayla bought up the idea of a new wide brim hat that the underneath is a faction colour. Ensuring they are SunSmart hats.</p> <p>P&C would be open to funding/assisting families that were finding the new uniforms in transition time.</p>			<p>Approve-later date</p> <p>Admin to clarify one day per week for faction top.</p> <p>Samples of black bottoms – short and long. Board look at shorts.</p> <p>Contact suppliers what is available what could be another option for the tops and the materials (cotton).</p>

<p>Pascale bought up the idea of introducing a vest?? <i>Point 7 Other Business we will look at idea of changing logo and then relook at uniforms.</i> <i>WPS will allow for a transition time for school uniforms.</i></p>		
- Library refurb to go ahead later in the year. Likely late July.		Inform
- Feedback from students lead to extra games and activities to do at break time. – Student voice is so important. A number of students are wanting to propose projects or take action.		Inform
- WAPBS Committee have nearly completed draft matrix which will be used to explicitly teach and promote expected behaviours. Staff have worked together to create some example lessons that align to our values of Safety, Optimism, Achievement, Respect. S.O.A. R		Inform
Leadership		
- New to WPS teacher in upper primary has taken on student leadership. Students will go on leadership excursion to build skills. Seeking new ways to promote and provide leadership opportunities.		Inform
- Winterfold PS presented at the Quality Teaching Strategy at Convention Centre on 17 March. This was a great opportunity to showcase the great work that WPS has done with teaching and learning.		Inform
Teaching and Learning		
- The start to 2025 has been very strong. Teachers have been supported with pacing calendars for the year, clear expectations about assessing timelines, Curriculum resource files and a staff handbook to ensure that there is connected practice and consistency across classes. With some new staff joining the team these support structures ensure we have a seamless transition.		Inform
- Eight staff attended enrolled in high quality professional learning program on pedagogy. Professional learning off site each term and additional in-school support.		Inform
- Homework Hound is provided as additional resource for students in Year 2-6. In year 1 we are encouraging students to focus on developing strong reading habits. If the uptake is high we will continue this in 2026.		Feedback
<p>Question about what is behind Homework Hound, Kim advised the decision by the school on this program. Not available for Year One stds, more important to be reading at home. Opt in for Year 2-6 classes. At the end of 2025 review of Homework Hound and if we continue this or look at something different. LH discussed that HH is towards your child's year. Access to computers could be an issue, LH advised that there can be a paper option or via negotiation with the teacher. Each child is to go at their own pace. KC discussed Admin will look at data for Homework Hound at the end of the year and who has taken this on board, if the uptake has not been successful Winterfold will no longer go ahead with Homework Hound. Main focus for all year is reading at home.</p>		
Student Achievement and progress		
- NAPLAN completed – no disruptions. Technology worked well. Students well prepared. Nearly all students completed the assessment.		Inform
- Pacing calendars include Common Assessment Tasks, moderation tasks and an Assessment Schedule that outlines timelines for whole school assessments like PAT testing.		Inform

5.	Community Address	Brenn Hislop	<p>I am excited to be working with you all on the WPS Board this year. Here is an update on some of the events occurring at Fremantle College shortly, and some important information for our community:</p> <ul style="list-style-type: none"> - Our Curiosity Club and Emerging Scholars after-school 	
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			<p>programs are starting for Year 5 students next Term. Curiosity Club applications have closed already, but Emerging Scholars is open until the end of Week 8.</p> <ul style="list-style-type: none"> - Open Day will be held on the 13th of May, 3:30-6:30 (Term 2, Week 3). - Reconciliation WA have reached out to us to collaborate with WPS and present to the community and other schools about our RAP and Reconciliation success. This will be held late Term 2. I am looking forward to working with Amy Clement at WPS in this space. - Our Year 11/12 Specialist Marine students head to the Great Barrier Reef in Week 10 for the full week, which is exciting! - Specialist Applications close for Year 6 students on the 16th of May (end of Week 3). <p>Please do not hesitate to reach out to me if you have any questions or require additional information about these upcoming events: Brenn.Hislop@education.wa.edu.au</p>	
6.	Finance Report	Leanne Cross	<p>Voluntary Contributions Received Voluntary Contributions via WINC Collection Rates – K = 54% PP = 56% 1 – 6 = 39% Overall collection rate = 42%</p> <p>Budgets Spending for 2025 has begun. Finance Committee has approved the 2025 Cash Budget. Reports for SCF 2025 as below.</p> <p>Student Centred Funding (SCF) – 2025 Currently working still in Preliminary on Student Centred Funding (SCF). SCF will be operational on 1 April 2025. Student Numbers as at Census 21 February = 321</p> <p>Reports Preliminary Cash Report Preliminary One Line Budget Statement 2025 Cash Budget School is currently in a good financial position.</p>	

			Actions 2025 Cash report to be ratified by School Board. Accepted LC seconded LH . All agreed	
7.	Other Business		Amy discussed the idea of changing the school logo. Discussion on school logo. Board happy to explore data on a new logo.	<i>Gain community consultation on school logo. Depending on what comes back from survey we will then look at the uniforms.</i>
8.	Other Business		Danielle Doherty advised that she is resigning at the end of the year.	
9.	Other Business		James brought up a discussion on the possibility of air movement in undercover area. - Fans or any other options. Amy - Idea for a stage in the undercover area.	<i>Confirm cost for big fans and other ideas for cooling (Aircon hire, large pedestal fans)</i>

NEXT MEETING:	Term Two Tuesday 2025	MEETING CLOSED:	9.05pm	SIGNED:	<i>James Pengelley</i>	25 March 2025
					CHAIRPERSON	DATE

Actions	Item	Due by
New Board Member position – Kim to send out information to community regarding a new position available.	2	Board Chair write up an introduction about the Board for the website. Invitation from Board Chair to be sent out in newsletter – Term Two
Possibility of a new school logo	7	Ongoing Admin to organise community consultation regarding possibility of a new school logo.
Uniforms	4	Term 2 meeting - LC to organise samples of materials for Board to look at.
Faction Friday	4	Term 2 meeting - Admin to look at what this looks like.
Cooling in Undercover Area	9	Term 2 meeting - LC to look at prices for Big fans on ceiling and also other options and prices.