



Open Board Meeting Minutes Winterfold Primary School

DATE:	26 November 2024	CHAIR PERSON:	Board Chair: James Pengelley
TIME:	7.00pm	MINUTE SECRETARY:	Manager Corporate Services (MCS): Leanne Cross

ATTENDEES:	Sallie Fullerton, Kim Calabrese, Leanne Hill, Kylie Bonser, Alison Hilton, Aylah Phipps, Pascale Audy, Julia Calvert Community Open Night – Andy Jones, Alice Piggott,
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APOLOGIES:	Danielle Doherty, , Natasha Johns
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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 SF seconded JC All agreed	
2.	Business arising from previous minutes	Chair	SDD 2025, Dates were sent out to members on Monday 18 November 2024. Fees and Voluntary Contributions were emailed to Board for approval and all approved. Booklists were emailed to Board for approval and all approved.	

3.	Principal Report	Kim	<p>Kim welcomed parents to the Open Board Meeting</p> <p><u>Relationships and Partnerships</u></p> <ul style="list-style-type: none"> - The Annie St Community Garden submitted a grant for new garden beds and an outdoor table setting. I am excited to say that this grant was approved. Well done to the Annie St Community Garden Committee who continue to put their time and energy into the garden. - The P&C are looking to purchase two massive speakers to ensure everyone gets to hear assemblies. <p><u>Use of Resources</u></p> <ul style="list-style-type: none"> - Staff have shared their vision on how we can enhance the physical environment across the school. We have collated this information and are allocating funds to our Reserves Account to action over time. <ul style="list-style-type: none"> o Over the school holiday break, we will be having some upgrades to the alcoves in each block. We are having the areas painted with the finishing used on tennis courts. Included in this will be painted hundreds chart, four square grids, chess grid and OT inspired obstacle course. <p>Discussion on colours for alcove areas, thoughts to keep it neutral and all the same colour for each block. Ideas are towards the green for all areas and contrasting colour for seats etc.</p> <ul style="list-style-type: none"> - Staffing – we are staffed for 2025. Process earlier this term with Teaching pool and Education Assistant pool. I have granted personal leave to some of our perm staff who are managing things in their personal life. Those that are on fixed term contracts joining us will compliment our existing team. <p><u>Leadership</u></p> <ul style="list-style-type: none"> - Future Leaders presented their action learning projects to the network this term. They were outstanding! The presentation was on their leadership journey and projects they have implemented and led across the school. Developing leaders not only benefits the school but the system as well. My role is to support them to achieve their aspirations, which may or may not be at Winterfold PS. 	
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			<p><u>Learning Environment</u></p> <ul style="list-style-type: none"> - WPS is implementing WA Positive Behaviour School (WAPBS). Consulted students, staff and community. Outcome is that S.O.A.R will be our values. Safety, Optimism, Achievement, Respect. Staff have engaged in professional learning, and we have a WAPBS Committee that meet regularly to action the implementation of the program. This is inline with the Department's current behaviour policy. Question on how parents can work with school and know what PBS is all about and be able to understand this. - Mrs Clark (one of our Future Leaders) is leading the Wellbeing Committee, which are looking at wellbeing through the PERMAH framework. Meetings are once a term. They are in the process of developing their actions for 2025. - Two staff have participated in CMS for developing strategies to manage behaviour in classes and increase student engagement through cooperative teaching strategies. - Structure of classes for 2025 is <ul style="list-style-type: none"> o Kindy 2 classes o Pre-primary x 2 o Year 1 x 2 o Year 2/ 3 x 3 o Year 3/ 4 x 1 o Year 4 x 1 o Year 5 / 6 x 3 <p>Split classes are based on the numbers for each year level and the need to have spaces for new students if they arrive during the year. Teachers have been given days out of class this term to plan as a team for this structure in meeting curriculum needs.</p> <p>Focus this year has been on data conversations working collaboratively with teachers.</p> <p>JP asked teachers present for their feedback on the class structures - many commented on the positives associated with mixed year groups, including opportunity to collaborate across years, socioemotional benefits for students</p>	<p>When matrix developed a parent workshop could be held. This could help the parent community understand the new implementation of program and engage in program.</p> <p>Information will be in newsletter each time on updates.</p>
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			<p>and opportunity to develop relationships across cohorts.</p> <ul style="list-style-type: none"> - We are looking to change the siren for 2025. We have been quoted to have it replaced with music. We will connect the music selection to PBS program. <p><u>Teaching and Learning</u></p> <ul style="list-style-type: none"> - WPS follows an instructional model aligned to Department of Education Quality Teaching Strategy. This year has been a focus on Daily Reviews and implementing our instructional model. In 2025 we are sending four staff to Shaping Minds Professional Learning (PL) which is targeted PL to improve educational outcomes and create a connected practice between classes. We will continue to send staff to this PL in 2026. <p><u>Student Achievement and Progress</u></p> <ul style="list-style-type: none"> - Staff have been writing reports and following moderation processes to ensure consistency in making judgements. - We have been using Elastik as a program to record our student achievement data. This will continue in 2025. - The Executive Leadership Team have been collating data so teachers for 2025 will have all this information on day 1. Our Staff Development Day in 2025 has 2 hours of data analysis scheduled to ensure teachers can start the term strong. <p><u>Thankyou</u> Thank you to all our School Board Members for your support in 2025. I appreciate your support to champion Winterfold Primary School through your words and actions. I look forward to working with you all in 2026 and continuing the great work happening in our wonderful school. Special thank you to James for regularly taking my calls, giving me advice, support and a listening ear. Your leadership is valued and appreciated. Thank you.</p>	
4.	Board Training		Postponed until Term One 2025.	

5.	Staff Development Days	Kim	SDD Days were sent out to Board Members last week. Attached to minutes. Accepted AP Seconded JP Approved	
6.	Changes to Break Times	Kim	These were sent to members last week. These will come in for 2025. Attached to minutes	
7.	Uniform	Kim	<p>Information was sent to members last week. Attached to minutes.</p> <p>Discussion on style of shorts, availability and colour grey and/or black. Agree that uniform is important for Winterfold PS. Things to consider if change of uniform – phasing out period. Looking at new faction tops to change to cotton.</p> <p>Board members agreed that there needs to be more discussion with community before a decision can be made on the uniforms.</p>	<p>Actions:</p> <p>Kim to put a survey on Connect group and share feedback to members.</p> <p>* Survey to go out to parents on understanding of current uniform policy and satisfaction with policy.</p> <p>* Satisfaction with each part of uniform and what community thoughts are.</p> <p>Board look at samples of uniforms. Decision can then be made from there.</p>
8.	Other Business New Board Members	Kim	<p>Community member position available for 2025</p> <p>Open Board meeting 2025 – Decision to have an Open Board Meeting in Term One and also included the Board Training at meeting. This will give community an opportunity to see what being on a board looks like.</p> <p>Community Member - Meredith is no longer at Fremantle College, Fremantle College still happy to have this connection. Board happy to keep this going with Fremantle College.</p>	<p>Kim to put out in newsletter for new board members.</p>
	Outgoing Board Members	James	Thanks to Sallie for giving your time to the Board for 12 years.	<p>Kim to contact Fremantle College to ask if a leader would like to be a community member on board.</p>

			Thanks to Natasha Johns also for your time on the Board.	
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NEXT MEETING:	Term One 2025	MEETING CLOSED:	8.30pm	SIGNED:	<i>James Pengelley</i>	26 November 2024
					CHAIRPERSON	DATE

Actions	Item	Due by
New Board Member position – Kim to send out information to community regarding a new position available.	8	Board Chair write up an introduction about the Board for the website. Invitation from Board Chair to be sent out in newsletter All through Term One 2025.
New Community Member - Kim to speak with Fremantle College to see if there is any interest in a member of Admin joining our School Board.	8	Board Meeting Term One 2025
Uniform consultation with community.	7	Board Meeting Term One 2025

