

CREANEY EDUCATION SUPPORT CENTRE SCHOOL BOARD

MINUTES

DATE:	Tuesday 21 March, 2023	CHAIR PERSON:	Kane Moyle
TME:	6:30 pm	LOCATION:	CESC staffroom
ATTENDEES:	Cat Marcoolyn, Kane Moyle, Verity Morris, Cindy Van Zyl, Lauren Bridges, Sarah O'Doherty, Maria Fuentes Arrocha, Neil Bisland,	APOLOGIES:	Storm Breen,

TIME	ITEM	ACTION
1.0	Welcome. The meeting was opened at 6.30 pm. Kane thanked everyone for their flexibility in rescheduling from the original meeting date.	
1.1	Minutes of previous minutes Accepted as a true and accurate record. Moved: C. VanZyl Secoded: L Bridges	
1.2	Business Arising <u>Business Plan</u> – Printing has been completed and final document circulated. The electronic version has been uploaded to the school website and DoE Schools Online.	
1.3	<u>High School transition booklet</u> – Verity reported on her efforts with producing a summary booklet detailing high school Ed Support options. Group tours of the programs do not seem to be an option. The DoE schools prefer to take individual parents around, whilst the private schools offer a general tour of the school, not specific to their ed support programs. It was decided that Verity would produce a summary item for the school newsletter, outlining the different options available and the key contact numbers. Cat informed parents that with the increasing number of enrolment requests, the DoE programs do look closely at family addresses and prioritise those living closest to them. During transition meetings with parents (late year 5 and early year 6) the school will advise parents which of these would be their closest.	Verity to forward item to Storm for inclusion in newsletter.
2.0	Principal Report (see attached, circulated prior to meeting) Late additions: <ul style="list-style-type: none"> • CESC have applied to access Brightpath Maths. This will allow us to better track progress in those children who test beyond the end of the Joondalup Maths Assessment. • Recent or upcoming incursions include The West Coast Eagles clinic on Monday 20th (all students), Cahoots modified archery clinic on 3 April (20 students), Bunnings Easter Craft workshop on 5 April (all students). • We have been granted some chaplain time. Unfortunately we are not able to use the same chaplain as the PS as she is already fully committed. Cat is meeting with a chaplaincy coordinator on Friday to begin the process of securing our own. • Bec (our relieving MCS) has been working to secure the centre as many funding grants as possible. To date she has submitted requests for A/C in the two new classrooms; a replacement for the concertina door between C3 and C4; more storage; LED lights; new roofing. 	
3.0	Annual Report (draft content circulated prior to meeting) The draft Annual Report was approved.	

	<p>Cat will forward to Osborne Graphics to format and print. Final report will be uploaded to Schools Online, School Website and made available to parents and any other interested parties.</p>	<p>Cat to organise publication and distribution</p>
<p>4.0</p>	<p><u>Parent Connect Committee Report</u> The committee have been very active and have organised some highly successful events. The morning Meet and Greet held in Week 1 attracted a very large number of parents, both new and old. It was wonderful to see everyone getting together and building networks. The Sensory Play Session on the 19th March was also very well attended. It was particularly good to see all the siblings have the opportunity to be involved. Our parent group really appreciate the committee's efforts, especially as they vary the activities and events to capture everyone's interest and availability. Term 2 planning is likely to include an after school Play Date and perhaps an event for fathers.</p>	<p>Committee to forward details of events to Cat for advertising in newsletter and through notes.</p>
<p>5.0</p>	<p><u>2022 Achievement and Progress Data</u> Achievement and progress data in English, Maths, Social Skills; Digital Technology and Communication is included in the Annual Report. All measures demonstrate progress and improvement. Our participation in the pilot STEM project with the Network demonstrated the hoped-for improvement in Digital Technologies, in both student progress and staff skills and confidence. Teachers regularly interrogate the data to look for trends, especially if there are some students who do not seem to be making progress. Closer analysis of whole school data identified several of our students who have regressive conditions as well as several who missed large amounts of school because of Covid concerns or vulnerability.</p>	
<p>6.0</p>	<p><u>Business Plan</u> (as circulated earlier) General consensus was that the printers had done a good job of presenting the Business Plan. Cat outlined the priority areas being targeted at present and the proposed timeline for other areas. Storm has been providing consistent, targeted support in inducting and mentoring new staff. Both Cat and Storm have attended professional learning on the new Performance Development approach for teaching staff and are introducing a new template this year. Teachers have already assessed the students' phonological knowledge using Letters and Sounds and will be taking part in some professional learning in Term 2. Phonic assessments completed in Semester one will serve as baseline data to track school wide progress going forwards. (Business Plan target of 10% annual improvement). The student handover processes extended in late 2022 proved effective at the start of 2023. With a significant number of our experienced, senior aspirant teachers on leave this year, the Future Leader's Framework will not be introduced until the start of 2024. This will also give our new teachers the chance to consider their aspirations. Student leadership is being kicked off with the appointment of the Senior Mentors at the 29 March Assembly. Developing strong community relationships continues to be a challenge. Board members (through Parent Connect; PS P&C membership; corporate links (BHP); therapy and TAFE links etc) are likely to be powerful in this area. Cat is also hopeful that a school chaplain will prove a resource for this area.</p>	<p>Cat to provide more detailed updates at future meetings.</p>
<p>7.0 7.1 7.2</p>	<p><u>Financial Reports</u> The 2023 Budget was tabled and discussed. Exact funding from the Department has not been confirmed yet – expected on Tuesday 28 March. We are hopeful that our estimates prove accurate as we have been spending money to furnish and resource the new classrooms. Although the zip taps in the staffroom have the connections for sparkling water, to retrofit these now has been quoted as \$4000 which has been deemed excessive by the financial committee. Money has been allocated to replace the playground fence when it is needed. Teachers have decided that reconfiguring the fence to attach directly to the C-block is not a good idea, for access and escape reasons. 2023 Funding Agreement is not available yet either. (Also expected on the 28th). As we finally received confirmation that we were able</p>	<p>Noted by Board Cat to circulate once available.</p>

7.3	<p>to officially stop offering the Intensive Early Intervention Program (EIIP) it will no longer be listed as a Targeted Initiative as we will receive no funding. Once available, the Funding Agreement will be circulated via email and signed as noted by Board Chair.</p> <p>The Financial Summary for the end of February was also tabled.</p>	Noted by Board
8.0	<p><u>Board Self-Reflection</u></p> <p>Providing ongoing governance oversight and parental feedback on issues facing the school and its operations continued to be a key role in 2022, particularly in regards to our response to Covid and how it impacted our families.</p> <p>Kane also identified the Board’s work to help produce the 2023 -2025 Business Plan as a highlight of the year. Board members reviewed previous plan targets and then worked with staff and parent input to identify ongoing priorities.</p> <p>The success of the Parent Connect committee was also identified as a highlight as more and more families became involved. Cindy and Lauren are to be congratulated on their efforts.</p> <p>Kane paid tribute to the diverse and proactive membership of the committee and thanked them for their ongoing efforts. He also indicated his intention to withdraw from the role of Chair at the end of the year in order to allow someone else to take over in his final year as a member, and thus available for support if needed. All members are encouraged to consider taking on this role. Kane and Cat are both available to discuss what is involved etc.</p>	Members to discuss the role with Kane or Cat if interested.
8.0	<p><u>Other Business</u></p> <p>There being no further business the meeting closed at 7.40 pm.</p>	
9.0	<p>Next meeting 6 June 2023</p>	