

# UNLOCK YOUR SCHOOL'S FUTURE

## Abridged Minutes of Meeting #3

### Burrendah Primary School – 6:00pm-7:30pm Wednesday 17<sup>th</sup> May 2023 online

**Attendees:** Janine Kinninment (Principal), Brad Warburton, Kelly Lindley, Stephanie Webster, Kevin Tang, Shen Sekhon, Stephanie Webster, Paula Cameron, Daniel Coombs, Binny Kaur, Deb Richardson, Mitchell Sherston

1.0	Welcome and Apologies, 6:00pm. (3 minutes)	Actions
1.1	<i>Opening and Welcome</i>	Brad
1.2	<i>Apologies</i> Gavin Turner	
1.3	<i>Confirmation of Agenda</i> • Confirmed	
2.0	Disclosure of Interest (2 minutes)	
2.1	<i>Conflicts of Interest and Disclosure of Interests</i> • Disclosure – NIL • NIL conflicts of interest.	Brad
3.0	Minutes of Previous Meeting (10 minutes)	
3.1	<i>Adopt Minutes of Previous Meeting</i> • Moved by MS, seconded by DR.	Brad
3.2	<i>Actions Arising from Previous Meeting-Welcome to new Community members</i> • Welcome to Shen. • Acceptance of Shen through Connect over holiday break. Board accepted. • Shen provided brief overview of her experience.	Brad
4.0	Priority Item A (10 minutes)	
4.1	<i>Discussion – On Entry Results for 2023</i> • Pleasing results again in 2023 met targets in all areas except Year 1 Numeracy. Significant improvement in Writing in Pre-Primary. Numeracy from Year 1 will remain a focus area to be equal or above IESCA. Burrendah is above Public School Mean.	Kelly
5.0	Priority Item B (10 minutes)	
5.1	<i>Presentation of Burrendah's Funding Agreement for 2023 (see additional information on Connect/email)</i> • Board provided with presentation of the 2023 Funding Agreement. • % of Budget not spent in 2022 was explained- costs were paid in January, 2023 once works had been completed over the Christmas break. • Funding Agreement tabled and noted by the Board.	Daniel
6.0	Priority Item C (25 minutes)	
6.1	<i>National Schools Opinion Survey (NSOS) Parent Focus</i> <i>Focus areas for 2023 are: Parent Engagement, Physical Environment and Sport.</i> <i>Discussion on focus areas – what is currently noticed by Board members</i> • <i>Parent Engagement</i> –Community assemblies, open classroom, welcome morning tea to new families, very successful Harmony Day evening, movie nights, parent reps in classrooms, P&C events, half day parent interviews. • <i>Physical Environment</i> – new undercover area, nature playground, tree removed in junior playground, Noongar words on the teaching blocks and our new interschool sport shirts, lawn is	Brad

	<p>green and well maintained, limestone walls and flexible furniture, new furniture in Room 27 in the new build.</p> <ul style="list-style-type: none"> <li>• <i>Sport</i> – students at Burrendah are quite active. Carnivals are well run with parents also helping.</li> </ul>							
<b>7.0</b>	<b>Reports and Operational Matters (10 minutes)</b>							
7.1	<p><i>Principal Overview</i></p> <ul style="list-style-type: none"> <li>• Meeting with Contractor on Monday for an overview on how the new undercover area works.</li> <li>• CAB – information required by all Board members for Department Board Register.</li> </ul>	Janine						
<b>8.0</b>	<b>Items for Next / Future Meeting(s) (5 minutes)</b>							
8.1	<p><i>Secretary for June 13<sup>th</sup> Meeting</i></p> <ul style="list-style-type: none"> <li>• Stephanie Webster</li> </ul>	Janine						
<b>9.0</b>	<b>Checkout and Meeting Close / Adjournment (10 minutes)</b>							
	<p>DC – interesting in feedback with sport. A lot of opportunities with MS explanation. An opportunity to involve local clubs? Pleasing and interesting all the developments within the school in the last 12 months. All boding well for a big second half of the year.</p> <p>BK – welcome to S, DC and KT. Great representative from all. Good results in One Entry. Great to see a lot of parent involvement in culture evening and during assembly. I do see a lot of improvement in parent involvement. Furniture looks great. Library his now more updated.</p> <p>JK – thank you everyone with online environment</p> <p>KL – thank you to BW to solve her technology glitch. Interesting to hear about all the great things we do.</p> <p>MS – good to have the presentation on the One Entry assessment from KL. Thank you JK for information around sport. Welcome S.</p> <p>PC – funding agreement and the role of board information provided by DC was appreciated.</p> <p>S – Looking forward to being on the Board</p> <p>SW – welcome S. Thank you to all presenters today. Good to see the positives we are doing in parent engagement. Looking forward to next meeting being Secretary.</p> <p>KT – thank you to all presenters and staff and members. Excited for new undercover area and being put to good use. Very informative meeting in regard to On Entry and funding agreement.</p> <p>BW – DC thank you for your presentation tonight. KL thank you for your presentation. S welcome to the Burrendah PS Board. Thank you everyone tonight for your patience and going a little bit over in time.</p>							
<b>13.0</b>	<p><b>Future Meetings</b></p> <p>Proposed Future Meetings 2023 (based on Week 4 and 8 of each school term):</p> <table border="1" data-bbox="178 1480 1086 1671"> <tr> <td>Meeting #4 – Wednesday 7<sup>th</sup> June – School Hall</td> <td>Meeting #7 – Wednesday 1<sup>st</sup> November - School Hall</td> </tr> <tr> <td>Meeting #5 – Wednesday 9<sup>th</sup> August – Online</td> <td>Meeting #8 – Wednesday 29<sup>th</sup> November - School Hall</td> </tr> <tr> <td>Meeting #6 – Wednesday 6<sup>th</sup> September – School Hall</td> <td></td> </tr> </table>	Meeting #4 – Wednesday 7 <sup>th</sup> June – School Hall	Meeting #7 – Wednesday 1 <sup>st</sup> November - School Hall	Meeting #5 – Wednesday 9 <sup>th</sup> August – Online	Meeting #8 – Wednesday 29 <sup>th</sup> November - School Hall	Meeting #6 – Wednesday 6 <sup>th</sup> September – School Hall		
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Signed (Chair)

17<sup>th</sup> May 2023  
Date