

Theodore Primary School Board Minutes **Thursday 18 February 2021**

Attendance Debbie Martens, Alison Yialeloglou, Katya Drake, Danielle Searle, Sue Farrelly & Rose Rodriguez (Minutes)

Apologies Nathan Pepper, Jessica Crilly

Chair Alison Yialeloglou

Meeting Open 3.45pm

Minutes of Previous Meeting

Thursday 29 October 2020

Passed Alison Yialeloglou **Second** Sue Farrelly

Business Arising Nil

Finance

Education Directorate is moving schools' finance packages from Maze to Sentral /Xero. All schools in the ACT will migrate in assigned Tranches. Theodore Primary School has migrated to Sentral /Xero in the new school year of January 2021. The January finance reporting to the School Board will be reported with MAZE rollover. The new Xero reporting was discussed with the school board members to explain the difference from school board Maze to Xero reporting.

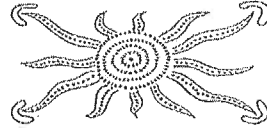
At the end of January 2021, the school holds a bank balance \$350,595.19 of which discretionary funds of \$45058.78 and accumulated funds \$178516.42. The reserves set for 2022, \$80,000 staffing and \$20,000 ICT. January maintenance included the upgrade of School Hall timber flooring re- sanding and polishing at a cost of \$9988, upgrade of Molonglo Portable lights to LED lights at a cost of \$4141 with funds supported by FIT sustainability. The completion of the internal painting of the preschool portable was funded with a donation of \$5000 from Theodore P&C and school funds supported the balance of \$2480.

Voluntary Contributions: the school board members agreed that the Family Voluntary Contributions would remain unchanged for 2021. One child \$80.00 and two or more \$130 per annum.

Families will be advised where the school plans to spend the voluntary contribution funds by listing set projects or purchase of student resources. A note to this effect will be sent out in term 1. The Business manager will communicate the collection of monies with a tally chart of collection.

Passed Alison Yialeloglou **Second** Danielle Searle





Principal's report to the School Board 18 February 2021

Theodore PS Staff 2021

Principal	Debbie Martens
Deputy Principal	Nathan Pepper
Executive teachers	Jess Crilly, Mel Lloyd and Tori Barbaro
Preschool 3 groups Koalas, Possums and Bilbies	Cate Whelband and Amanda Joly Heidi Evans and Janine Joyner Tracy Kennedy - release Executive teacher: Tori Barbaro
Mingari - Learning Support Unit (LSU) 1 class	Courtney Howell (Mon-Wed) and Renee D'Argeavel (Wed-Fri) Maria Dal Col & Selina Beale Executive teacher: Debbie Martens
Chipala Kindergarten 2 classes	Kylie Hennock and Georgia Lucas Annette Schubert – support term 1 Executive teacher: Mel Lloyd
Yackatooon Year 1/2 4 classes	Eliza Birse, Savannah Burge, Ashley Anderson, Susan Hough (Mon-Wed) Mel Lloyd (Thurs-Fri) Executive teacher: Mel Lloyd
Molonglo and Murrumbidgee - Year 3/4 3 classes	Anna Connell, Emma Gillan, Mary Pezzella Executive teacher: Jess Crilly
Mereki Year 5/6 4 classes	Charisse Enriquez, John Muir, Alanah- Rei (A-Rei) Castledine, Jess Crilly (Mon- Tues) Jordan Scarr (Wed-Fri) Executive teacher: Jess Crilly
Learning Support & English as an Additional Language or Dialect EAL/D	Anne Sheehan
Specialist teachers	Tracey Kennedy (PE), Vicki Hunt (Arts), Brita Menzies (Sustainability), Kathy Barry (STEM) Executive teacher: Nathan Pepper
Business Manager	Rose Rodriguez
Front Office staff	Nicole Scandura and Selina Beale
School Psychologist (Wed-Fri)	Monica O'Neill
Family and Community Coordinator	Aimee Shires
Building Service Officer (BSO)	Laurie Bell
Youth Support Workers	Charlie Foran and Lachie Everson
Learning Support Assistants (LSAs)	Karen Schaeffer, Stacy Dinsmore, Maria Dal Col, Selina Beale, Danny Supple, Ellyn Cilliers





Parent Teacher Interviews Week 4

Parent Teacher Interviews will be held in week 4. On line booking forms went out this week with times for families to book in. The interviews will be held at school in classrooms. Wednesday night will be the later night option with teachers available from 3.30pm to 7.00pm (last booking time at 6.45pm). Teachers also had the option to add extra times during the week between 8.30am and 5.00pm.

School Events

This term we will return to assemblies in the hall with strict social distancing in place. Students who are hosting the assembly or receiving an award at the assembly may invite 1 adult to attend. The first assembly is on Friday 26th Feb with Year 5/6 hosting. Other school events this term include School Clean Up Day on Friday 5th March, Swimming Carnival on Friday 12th March and Ride To School on Fri 19th. The Year 5/6 camp is in week 7 from Mon 15th – Wed 17th March.

Cultural Integrity Coordinator

In the last week of January, the teachers had 2 days of Professional Learning. On Friday 29th Jan we spent a day at Yarramundi Reach learning about Engoori and how this fit with the new Directorate focus on Cultural Integrity. We are also lucky enough to have a Cultural Integrity Coordinator, Zuzette Fahey working with us for semester 1. Zuzette is based in our school during this term and is leading a team of staff to support us in embedding cultural integrity into the school. We look forward to some exciting and sustainable practices being introduced for staff and students as well as our community.

UR FaB

Aimee Shires has organised the team at Child Adolescent and Youth Mental Health Service (CAMHS) to present the UR FaB program at Theodore PS this year. The focus will be on Year 3/4 with a selection process based on questionnaires filled out by the families and classroom teachers. The program is for students and a parent, including sessions for them individually and together. The resources look great and the team will also present at several staff meetings so we can all gain knowledge and skills for improving the mental health of our students and families.

P & C fundraising and Voluntary Contributions encouragement

Last year was a difficult time to hold fundraising events and as a result our P & C involvement has declined. We are trying to encourage parents/carers to join the P & C even if it is just to organise some fundraising events. We will host an afternoon tea next Wednesday from 3.00-3.30pm before parent interviews and then a drop in on the night for anyone interested in learning more about the P & C. We will also highlight how the money raised from Voluntary Contributions and P & C fundraisers is spent in the school e.g. bike maintenance program, playground equipment upgrade e.g. softball for the senior playground (in the past the playground was partly funded by the P & C), books for the library and award books, PE and gross motor equipment. Hopefully this will encourage better participation and more families to contribute.





Strategic Plans

The School Impact Report for 2020 is now available on the school website. Our 2021 Action Plan is drafted with all staff being involved in implementing this through their teaching teams, individual goals and through strategic teams. These are our draft action plan goals for 2021:

Strategic Priority 1: Provide a positive learning environment for all stake holders

Strategies

1. Implement a consistent SEL approach across the school
2. Continue to embed PBL framework across the school
3. Implement student wellbeing and special needs procedures
4. Develop, implement, and review staff wellbeing plan
5. Review and develop a cultural integrity action plan

Strategic Priority 2: Improve student learning outcomes in reading and writing

Strategies

6. Data tracked, analysed, and implemented through a spiral of inquiry approach in PLTs to improve student outcomes in reading and writing
7. Develop a whole school belief and practice statement in reading and writing
8. Develop a consistent whole school pedagogical approach to literacy using research based best practice
9. Implement a structured approach to teacher professional development through coaching, mentoring and spiral of inquiry action plans
10. Measure and track perception data to inform school improvement in reading and writing

Debbie Martens
Principal

Passed

Alison Yialeloglou

Second

Danielle Searle





General Business

Dates for School Board meetings 2021

Agreed to have two (2) School Board Meetings per term.
Weeks 3 & 7
Day Thursdays
Time 3.30pm

Website

It was noted that the School's website is not a secure site. Business Manager to discuss with school's ICT and Web teams.

See Saw App

The seesaw app is proving to be working well as a communication tool for teachers and parents. It was asked if it is possible for the app to be expanded to other family members such as grandparents. Business manager will discuss this option with Alannah Rei who is the ambassador for the See Saw app.

Next meeting

Term 2 Week 3 Thursday 6 May 2021

Meeting Closed

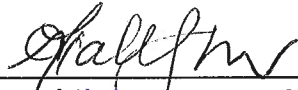
4.30pm



Principal

Debbie Martens

18 / 5 / 2021



Board Chair

Alison Yialelglou

6 / 5 / 2021



