

ST JOSEPH'S SCHOOL

P&F MEETING

TUESDAY 11th June 2019

Commenced at 7.20 pm

1.0	Welcome, Prayer and Apologies		
1.1	Present: Travis Bienkowski, Jenny Gorman, Rachelle Pisconeri, Harrena Platell, Rebecca Whitbread, Bianca Wilson, Rebecca Lorimer, Karen Ruben.		
1.2	Apologies: Melissa Capogreco, Lisa Rowland.		
2.0	Acceptance of Previous Minutes of Meeting	Action	Who/When
2.1	Review of previous Meeting Minutes	The meeting minutes to be reviewed and accepted at the next P&F meeting	<u>Accepted by:</u> Rachelle Pisconeri <u>Seconded by:</u> Bianca Wilson

3.0	General Business – AGENDA ITEMS	Action	Who/When
3.1	Correspondence in: Correspondence out:	Father's Day Catalogues: Moon and Back School Gifts Smart Gift Ideas Pocket Money Treasures Nil	
3.2	School Board Report	Nil	
3.3	Principals Report	P&F Meeting – Tuesday 11th June 2019 (Principal's Report) LEARNING: • Fogarty EDvance Program: The school is in its final 6 months of the Fogarty EDvance Program. Currently, the school is working on developing its strategic direction for the next three years. Part of this process involves the school refining its Placemat and Strategic Directions Document (SDD). The school needs to continue to look at those areas that have been working well, areas that still need further development and investigate any new concepts or ideas that it may like to pursue as a result of being part of the program. A strong focus will be on continuing the work staff have undertaken with Paul Woodley on the effective teaching of Basic Maths Facts. The school will also investigate a program called Talk4Writing as a way of developing	Travis Bienkowski

our whole school approach to teaching this learning area. I look forward to sharing with the P&F next term, the school's "updated" Placemat and Strategic Directions Document.

ENGAGEMENT:

• Year 5 & 6 Aussie Sports:

This Friday will be the final Aussie Sports fixture played between WDHS, St Anne's and Carcoola P.S. It has been a great experience for our Year 5 & 6 students as they have been able to try out different sports throughout the competition.

ACCOUNTABILITY:

• 1st Semester Reports:

Classroom teachers are busily completing their 1st Semester reports which will be distributed to all students in the final week of term (Wednesday 3rd July). This is an important part of the overall reporting cycle within the school and I appreciate the amount of time and effort the teachers have put into completing these reports.

• 4-Year Old Kindy Interviews 2020:

I will be commencing 2020 Kindy interviews from the beginning of Term 3 (22nd July) through to the end of Week 3 (9th August). The interview process is a wonderful opportunity for me to meet new and familiar families, their child and to answer any questions they may have about the school or the 4-Year Old Kindy program.

DISCIPLESHIP:

• Sacrament of Confirmation:

This Sunday 16th June at 10am, 13 Year 6 candidates will receive the Sacrament of Confirmation. It's been great to have Fr. Tony involved with the Sacramental program this year. He will attend the sacramental retreat day on Thursday, speak with the class and celebrate Reconciliation with those to be confirmed. I'd like to sincerely thank Jenny Gorman, Jillian Snell, Fr. Tony, Fr. Concord and especially Tori Johnson for their dedication and assistance throughout this Sacramental programme.

• Sacrament of Reconciliation: The Sacramental program for First Reconciliation will officially commence on Thursday 20th June when the Year 3 students and their parents take part in the parent & candidate workshop. The commitment Mass will be held on Sunday 23rd June at 8.30am.

• NAIDOC Liturgy: This year's NAIDOC Week falls during the school holidays (7th – 14th July). To acknowledge NAIDOC Week here at school, Jenny Gorman will be organising a whole school Liturgy at 11am on Friday 5th July. This year's NAIDOC Week theme is "Voice. Treaty. Truth. Let's work together for a shared future." Voice. Treaty. Truth were three key elements to the reforms set out in the Uluru Statement from the Heart. These reforms

represent the unified position of First Nations Australians.

General Business:

School Cyclic Review: On Tuesday 25 & Wednesday 26th June, the school will be involved in a Cyclic Review. This process occurs every five years in all Catholic schools in Western Australia. I have recently submitted to CEWA our school's 11 page Self-Review Statement which explains our school's improvement journey over the past three years under (L.E.A.D), why we made the decisions we did, how we enacted on these decisions and the resulting outcomes. The review statement also asks the school to look forward and articulate its future three-year school improvement journey and how it might get there. Part of the Cyclic Review process is for the panel to have a targeted conversation with the P&F Executive in the evening of Tuesday 25th June. This conversation will take place from 5:30-6:30pm. The key areas that I have identified in the self-review statement include:

Looking Back

Education/Learning (L):

- Fogarty EDvance Program (School Improvement Plan)
- Data Collection & Analysis
- Early Student Identification & Intervention

Community/Engagement (E):

- Chaplaincy/Counselling
- 3-Year Old Playgroup & AFaFE Program
- Before & After School Care

Stewardship/Accountability (A):

- Affordable School Project
- Capital Development Plan & Playground Upgrade

Catholic Identity/Discipleship (D):

- Making Jesus Real (MJR)
- Building Parish/School Relationships
- Staff Faith Formation

Looking Forward

Education/Learning (L):

- Investigate potential writing programs (Talk 4 Writing/Brightpath) & agreed lesson structure
- Develop and refine Curriculum Scope & Sequence documents in Numeracy & Reading
- Maintain and refine the early intervention strategies that have been established within the school

Community/Engagement (E):

- Increasing parent involvement/engagement within the school
- Enhancing staff & student wellbeing
- Consolidating staff capacity and developing middle/shared leadership

Stewardship/Accountability (A):

- Further work on promoting/explaining the Code of Conduct & Child Safety Framework
- Feedback & appraisals
- Further refining the structure of staff & PLC meetings (professional conversations/readings based on current research & evidence)

		Catholic Identity/Discipleship (D): <ul style="list-style-type: none"> • Continue to build Parish/School relationships • Continue to assist the parish in engaging youth involvement at Church • Utilise the services of Fr. Concord, as per the school improvement/evangelisation plan 	
3.4	Treasurers report	Account Balances @ 11/6/19 CDF Account: \$19148.12 NAB Account \$225.80 Cash on hand: \$100.00 NAB account to be closed. Two signatories to attend branch to complete closure.	
4.0	General Business	Action	Who/When
	Champion Life Education	Champion Life is a video-based program that teaches skills and wellbeing knowledge and promotes healthy habits and physical activity. There is a daily physical challenge from an Australian Hero for the students to compete. Jenny enquired if the P & F could help cover the cost of facilitating this in the school.	
	Grandparents Day	Grandparents Day is to be held in Term 3. More details to be discussed at next P & F meeting.	
	Colour Run	Forms arrive 12/8. They will be sent home with a note explaining prizes etc. Online registration to be promoted more so all students are signed up and parents are able to claim students prizes rather than volunteers. Possible sausage sizzle for lunch.	
	Father's Day	Father's Day stall 29/8. Breakfast 30/8 – Pre-order forms to be sent out for catering.	
	School Cyclic Review (SCR)	Tuesday 25th June	

Meeting Closed – **8.20pm**

Minutes signed as true and correct:

Rebecca Whitbread

21/06/2019

Chairperson

Dated

Next P and F meeting: 7pm Tuesday 20th August 2019