



School Board Meeting – Minutes

Cowaramup Primary School

Time:	8am			
Date:	23/05/2025			
Location:	Conference Room			
Chairperson:	Jamie Adair (on behalf of)			
Apologies:	Gen Hodgson			
Attendees:	Ben Warner, Brooke Anderson, Amanda Rodda, Leesa Mathers, Jamie Adair, Michelle Bretherton, Ryan Gianola, Raphaela Raaber			
Time	Item	Summary of Discussions	Actions	Person Responsible
8 am	Welcome to Meeting Apologies, noting of minutes of the last meeting.	Last meeting minutes agreed to and signed by Chair (Jamie). Correspondence in – 12month review letter – unknown review date as yet (possibly 2027). No conflicts		
	Parent Forum	Parent Forum representative – Raphalea – Discuss what the parent forum space is for – to discuss items arises with families where they can dialogue (technology, smartphones). Parent Forum and Board go between. Ideas to have a host website/page for update the rest of the school community. Discussed what the guidelines and rules will need to be with the concept.		
	Financial Report		Noted	
	12-month review	Correspondence in – 12month review letter – unknown review date as yet (possibly 2027).		
	PA System	Going in next week. Thank Sian Fenn for donating accommodation for workers. Celebrate the PA going in, in the media, at the school.		
	NAPLAN Data	ICSEA – Margs/Cow/Duns Aim is 75% strong/exceeding. Year 3 less well than Year 5. 75% aim not met. Too early to judge explicit literacy affect. Year 5 meet 75%. Really nice consistency over the board. Were we expecting it?		

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		The year to watch is current PP as they are the first starting year with explicit instruction. Explicit Instruction is now what they are teaching at uni.		
	Anaphylaxis	Can't be a nut free school. When grandma takes over for a few days, Grandma sends in peanut butter sandwich. Only eat your own food – do not share. All staff are aware of who is anaphylactic. Every class has a sheet of faces and allergies. Anaphylactic training online. Parents responsible for updating each year. Office staff chase up nonstop every year until a response is received. Can't act on old information. School owns spares EpiPens also. Relief Staff – Get package with faces and names of the children plus also in the classroom. Sport/Excursions – What happens – All the medical kits and information goes off with the teachers.		
	Business Plan review - SAP	Dot point handout received. Not an area we were reviewed on. Scope and sequence massive applaud Lifted the bar for what we expect from students bookwork. Using data (NAPLAN style) to lift bar and move students. Also increasing the top end. We have the resources. How we teach (explicit literacy) is helping this. Measuring success student growth profiles with ACER/PAT testing. Result compares Green/Yellow/Red – high achievers included. This is discussed with teachers at performance management. SAER – intervention options – before school as not being pulled out of school and missing classes to learn extra. Eg: Reading Academy, Maths Extension Year 5/6 trialling streaming children according to ability for maths. Staff meeting comparing data with what is says vs what the data says. Sit down and talk with others. Review data collection schedule – been done 3 times in the last year. Pupil Free Day – reviewing data day for teachers. Interview block – close for half a day and have the teachers available till 5/6pm and get them all done in one day Term 3. Term 1 parent interviews – too early? How they've started Term 1. Report Term2. How they're going Term 3. Report Term4. Seeking feedback from parents about quality of reporting.		
	Reading Academy	Year 5/6 mentor students – helping Year 1/2/3 Tour		
8.50 am	Close			