

# CONFIRMED MINUTES

## BOARD MEETING #3 2020



At the **Board Meeting #4 2020** on **8 Jun 2020** these minutes were **confirmed with the following changes:**

*Remove in committee section.*

<b>Name:</b>	Pillans Point School
<b>Date:</b>	Thursday, 14 May 2020
<b>Time:</b>	7:00 PM to 8:06 PM
<b>Location:</b>	Online Meeting Via Zoom, Zoom
<b>Board Members:</b>	Anthony (Gus) Bishell, Catherine Flowerday, Mel McDonald, Mikael Carter, Rachael Arthur, Scott Hamilton, Shannon Hannah
<b>Attendees:</b>	Ange Burgess, Matt Simeon
<b>Apologies:</b>	Cherie Horne, Sarah Stock

## 1. Minutes

### 1.1 Confirm Minutes

**COVID 19 Board Meeting 23 Mar 2020**, the minutes were confirmed as presented.



#### **Minutes confirmed: 23 March 2020**

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**Decision Date:** 14 May 2020  
**Mover:** Anthony (Gus) Bishell  
**Seconder:** Catherine Flowerday  
**Outcome:** Approved

Meeting opened 1902. Apologies from Cherie and Sarah noted.

## 2. Level 2 and Term 2

### 2.1 Level 2 and Term 2

Level 2 document summarised by Matt. Matt ensures Board that all staff have met, reviewed and discussed this document in detail this morning.

Physical distancing is difficult in primary schools. Excellent hygiene processes and contact tracing will be key factors and systems are in place at PPS. Hand sanitiser has been installed at nearly every door within the school.

Handwashing, Pick up/Drop offs, Playground use all covered.

Staff illness discussed, with the bar much lowered for any symptoms in staff or students.

Toilets discussed - there is no extra risk. Water fountains are still closed.

Biggest issue raised by staff was physical contact with children. e.g. new entrant teachers questioning whether they can give children hugs and have children sitting on knees etc. Message communicated to staff was if they are comfortable to have physical contact with kids; it is fine to do so. Teachers will communicate with parents regarding physical contact, giving any parents who are uncomfortable with this the opportunity to let teachers know.

Language to use with parents and caregivers was also discussed in staff meeting. "We're all in this together", depersonalise it.

Recognition there could be people anywhere on the spectrum - those that are very worried re risk vs those that are not worried at all about the risk of catching COVID-19.

General staff attitude and comfort levels around coming back to work seem great.

Discussion and queries around what level of symptoms will be acceptable in students before they get sent home. Will there be many bugs floating around once kids are back to school? How do we manage this? Staff have discussed how to monitor sniffs and sneezes; and to use their discretion, looking for consistency in the progression of symptoms.

In regards to teaching and learning, the first week back at school will be all about relationships: see me, know me, understand me.

A survey will be sent to parents Thursday/Friday this week to give them the ability to share what has been happening in the kids' lives since lockdown commenced with their teachers. This will include a scale of how kids are feeling about coming back to school; which will allow teachers to highlight those that are feeling worried about coming back.

Timetable for the first few days back at school will be different, with 1 hour blocks, followed by a 45 minute break. This will allow kids to catch up and play with their mates - their key desire when coming back to school. This will be reviewed at the end of the second day; with normal bell times being resumed on Wednesday if kids are ready.

Staff will use this different timetable as an opportunity to trial out systems & processes, for example read and feed. Where kids go and play during break, then come back in for last 10-15 minutes to eat and read.

Discussion regarding whether kids are allowed to hug friends and hold friends' hands. Matt confirms there won't be a decision broadcast about this to the community - as reactions could be varied. However, those kids that DO do this, won't be punished in any way, rather strict hygiene practices will be in place to ensure there's no risk in doing this.

Week 2 will be similar to Week 1. Rotations around the school will commence e.g. maths, reading etc. Rotations will still focus on relationships, rather than new learning, allowing kids to get back into the system and the rhythm of school.

Week 3 and 4 will start to look more like normal school, with a focus on learning resuming.

Communications to parents will explain the approach above, to help manage their expectations.

School calendar has been cleared. Cross country may potentially take place later in the term if gathering number restrictions are amended.

Many hours were spent by the AP's and Leadership Team working out the plan for Assessment & Reporting. The plan outlined in the attached document was well received by the staff. The focus on Term 2, will be on teaching and learning, rather than assessing. However, acknowledgement made that some kind of reporting is required mid year; December is too long for parents to wait to hear how students are doing.

Parent / Teacher interviews will happen over two afternoons/evenings rather than closing school for the day.

The plan allows for a collaborative approach towards Overall Teacher Judgements and assessment data. Not having general comments in the reports will help the teachers get through the report process much faster.

Delay/set back for children caused by school closure during COVID lockdown discussed. Matt confirms that there will be no more delay or set back for kids than we would expect over the summer 6 week holiday; potentially much less due to the online learning platform that's been available.

Research out of Australia has indicated that the impact on children will be social/emotional, rather than academic. The plan of attack for Week 1 and 2 focussing on relationships is therefore spot on.

Mikael (as Staff Rep) reports back on sentiment from the staff after meeting today. Staff seem happy with the plan of attack; no worries or doubts expressed.

Board confirms that there is no official/legal requirement for reports to be sent to parents in the first half of the year.

Learning Support: work has been done on anxious kids / at risk kids' handovers. The kids will require a unique approach. Teachers will make contact with these children's parents directly to work out a system for pick up and drop offs for them.

Interventions (i.e Quick 60, Seasons for Growth) will come back into play in Term 3.

Teacher Aid shuffle discussed and noted by the Board.

Compassion freezer has been loaded up over lock down, and these meals have been distributed to the families in need in our community.

School events / PTA events have been either postponed or delayed. End of term sausage sizzle will likely be free for all students.

June Board meeting will likely be moved forward from 15th to 8th June.

ERO is unlikely to reschedule visit anytime soon. ERO prep will not be required to be redone when/if they do visit.

Teacher only day on June 2 has been postponed upon agreement by all schools within the cluster.

International Student space has been moved to space behind Room 16 & 17 & an external cabin. One on one ESOL lessons will continue for the next few weeks, with group lessons coming back in at Week 3. Talk of potential refunds has started to take place; this would become more of a marketing budget allocation for us. We're likely to lose two international students shortly, but have another starting next week, with more on their way as soon as they're allowed to travel. Numbers are currently at 16, rather than the expected 20. Numbers will likely be around 12 come the end of 2020. In 2021 we will be lucky to sit between 14 & 16. Biggest hit financially has come from not being able to have International groups visit, (we earned \$40-\$50K through group visits last year).

Teachers are working on videos to send to their class, to alleviate any worries or anxieties about what kids can and can't do once back at school.

Matt has also made a video that has been posted on FB this evening, to reiterate that school is a safe place, that is set up well for students' return.

## **2.2 Physical Changes Around the School**

Photos reviewed by the Board.

SIP funding discussed. This has continued to be worked on during lockdown. Project Manager has been working on this. i.e. Caretaker shed is underway.

## **2.3 Additional External Hand Washing Stations**

There are not enough hand washing facilities around the school, regardless of COVID.

External hand washing troughs installation and cost discussed.

Installation will take place as soon as possible.

## 2.4 Tomorrows Newsletter to Parents - Scheduled for tomorrow

Board notes newsletter as presented and summarised by Matt.

## 2.5 Next Board Meeting

Board notes change of date.

## 2.6 IN COMMITTEE: Potential Covid Staff Funding Issue

### 3. Close Meeting

#### 3.1 Close the meeting

**Next meeting:** Board Meeting #4 2020 - 8 Jun 2020, 6:00 PM

OUT OF COMMITTEE:

Question raised regarding awards for the school and how they will be effected by Covid. e.g. Principal's awards. End of Year awards etc.

Board notes this is something to be looked at and reviewed in the future.

Board thanks Matt for the update, and acknowledges the massive amount of work that's gone into getting staff on side and informed. We look forward to sending the kids back to school next week.

Meeting closed 2006.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_