



O'Connor Cooperative School
School Board Minutes
Term 1 Week 7
Thursday March 16, 2023
3:45pm



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Present

Debbie Lowrey	Principal
Jennifer McGann	Board Chair
Evan Gilson	Deputy Board Chair
Lorenza VanDerKley	Staff Representative
Christie Rankin	Staff Representative
BJ Field	Community Member
Phong Ngo	Community Member
Kirsten Sharman	Minute Secretary/Business Manager

Apologies

Sally Rose and Daniela Binder

Meeting opened

Kindergarten Acknowledgment of Country by Christie Rankin

Welcome

Jen opened the meeting and welcomed participants. Debbie introduced all members including BJ and Phong to the O'Connor Coop School Board members

Minutes of Previous Meeting

The minutes of the previous meeting held on **28 November 2022** were tabled

Motion To accept the minutes of the previous meeting

Moved: Lorenza Van Der Kley Seconded: Evan Gilson

Business arising from previous minutes

Nil

Principal's Report - Debbie Lowrey

2023 School Action Plan Discussion/ Questions/ Feedback

Deb talked through the 2023 Annual Action Plan and actions. Please refer to the copy of the 2023 Annual Action Plan distributed to Board Members.

What are your initial thoughts about this plan?

What does this data tell us?

Where to next?

A new 5-year plan will be done after our school review – Term 2, week 9, 2023

Preschool 2024 Community Spiral of Inquiry

How might we enrich or increase our preschool enrolments for future years?

If we change current 9-1 preschool hours we would have space for a second preschool group.

Some families have given feedback about the hours not suiting them.

O'Connor Coop families have completed an online survey. 75% want the hours and sessions to stay as they are.

Is it time to consider adjusting our school name? Most of the families through the survey said they didn't mind.

How would these changes affect our students and their outcomes?

Action: Deb will also discuss and scan option preferences with 2024 Preschool families when they come for the school tour and info session in week 10.

Discussion Arising

Data discussion: At or above C grade is achieving at Benchmark against standard across Australia – ACARA has exemplars.

BASE is at National Assessment tool for kindergarten students. Our BASE start of the year results are sitting at or above national and similar school levels. Our 2022 End of year results also showed growth for all students.

ACARA is being updated. Version 9 coming out in 2024, but this may not affect the benchmarks.

On the whole SEL occurs daily and through our PBL Units of Inquiry in term 1, but we will inquire into this area of the curriculum further and focus more on this and also with Country as Teacher in 2024.

What Is Moderation?

Moderation is a process by which teachers, usually with different experiences and from across a range of year levels or schools, meet to review student work samples based on the Curriculum Achievement Standards. We will commence moderation activities in writing in mathematics with other Early Childhood Schools and Turner School in the next few terms.

Preschool 2024 Community Inquiry

As part of our School improvement, we use a cycle of inquiry for any changes that we are making. When Deb started scanning our school in 2022, she observed that our preschool class was not full. 2 or 3 visiting families loved the school but would not come due to the shortened hours. As far as we know we are the only public education preschool in ACT currently offering these hours.

Our leadership team is exploring why our enrolments that are not full. There is also sometimes confusion in the community of what type of school we are, with our current school name: O'Connor Cooperative School.

We have also been asked about having a Koori preschool here as there is none in Inner North Canberra.

Deb devised a community survey: 35 responses. 15 hours of preschool is a good model. In 2022, 17 students enrolled, 13 went to afters at least 2 to 4 days per week. 12 of the 15 preschool students are booked into afters in 2023. We have a quality wonderful preschool program and wonder-would be better for students to have a consistent program from 9 – 3?

Board discussion:

A parent commented- if you can, great! 9 to 3 can be a long day – teaching is tiring over the long day and preschool children are tired later in the day.

A parent commented that they appreciate Debbie's enthusiasm; however, change would increase workload. There is definitely more work involved, with new changes or an additional preschool class. How would this look for staff and leaders?

A change of hours would bring consistent caring for the students. One parent suggested that there is less time for quality learning as there will be less mornings when children are more receptive to learning.

One parent commented: At Afters, after preschool, there are children P to Y2 which brings variable needs to meet.

Professional learning for teaching staff is on a higher/more consistent level than those at OHSC.

There is less learning in the afternoons as there is more hands-on play-based learning.

There will be trade-offs with any decisions.

On the second Wednesday that is not a preschool day. Deb has explored possibilities of having a forest preschool for that alternate day or Afters have said that they can offer an additional day of care for the preschool students on the alternate Wednesday if needed.

Board members would support what could be deliverable and achievable.

Next steps? Changing the hours – not much effort. At the upcoming tour and information session for 2024 enrolments, we can gather information on their preferences. Yasmine and Bree are aware of possible changes.

Discussion regarding school funding. Preschools classes funded on a per class basis, whilst K to Y2 is funded on a per student basis.

There was also a 'Change of school name' survey question – there is some confusion in the community about the school due to its name and this could be one reason we are missing out on enrolments?

We will keep thinking about it

Verbally given. Lorenza shared data from year 1 and 2 reading and writing inquiries and processes. During the Professional Learning Team meetings, the teachers use the reading data collected to group children using the Class Benchmark Monitoring Tool taken from the ACT Directorate Reading Benchmark Guidelines. This monitoring tool provides a snapshot of the class for conversations with the team and the team leader to track individual student growth and plan for differentiated teaching and learning. The monitoring tool was also adapted to use with student's writing samples and the First Steps Writing Map of Development phases. Here the teachers grouped the students into the phases and again will be used to track individual student growth and plan for differentiated teaching and learning. The teachers will also be participating in moderating student writing samples with other early childhood schools in term 2.

Christie explained and shared the BASE kindergarten data and what this data is telling us. Our BASE start of the year (SoY) class results are sitting above the national typical performance expected except for reading where we sit at the national typical performance expected. Our school comparison SoY data for literacy shows that we sit above both the comparison school and the average school levels. Our school comparison SoY data for numeracy shows that we sit only just above the comparison school and average school levels. The individual student parent reports will be sent home in week 9 or 10 this term.

Finance Report

Finance Summary at a Glance January to December 2022

	YTD Actual	Full Year Budget
Income	(\$143,500)	(\$107 080) (134%)
Expenditure	\$98,994	\$84,696 (117%)
Trust,Grants,Sustainability & Activities	(\$3,201)	(\$3,800) (84%)
Operating Outcome (Surplus)/Deficit	(\$47,707)	(\$15,784) (182%)

Bank Account Balance	\$363,351 as at 31st December 2022
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Discretionary Income

Significant Areas *under-trending* are:

Ledger	Notes

Significant Areas *over-trending* are:

Ledger	Notes
Directorate Funding	\$27,252 additional funds received for payment of Fort construction

Discretionary Expenditure

Significant Areas *under-trending* are:

Ledger	Notes
Communication	Quarterly billing by Shared Services
Directorate Funded Payments	Includes Student support
Educational Resources	Excessive Budget when compared to overall spend in 2021 of \$10,032

Significant Areas *over-trending* are:

Ledger	Notes
Security	Shane away over 2021/2022 Christmas holidays, paid for patrols
Assets & Leases	Includes Furniture/fittings, Plant/equipment – Overspend primarily due to payment for Fort Construction (\$27,252) which is offset by additional funds received from the Education Directorate (see above)

Library/Building Trust Fund

Opening Balance	\$3,542
Income	\$1,775
Expenditure	\$2,804
Closing Balance	\$2,512

Finance Summary at a Glance January to February 2023

	YTD Actual	Full Y-+* ear Budget
Income	(\$36,639)	(\$120,496) (30%)
Expenditure	\$13,568	\$119,746 (11%)
Trust,Grants,Sustainability & Activities	\$5,309	\$25,034 (21%)
Operating Outcome (Surplus)/Deficit	(\$17,762)	24,284 (-73%)

Bank Account Balance	\$380,337 as of 28th February 2023
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Discretionary Income

Significant Areas *under-trending* are:

Ledger	Notes
Hire of Facilities	Term 1 Invoice paid March 2023

Significant Areas *over-trending* are:

Ledger	Notes
Other Revenue	Uniforms currently 100% of Annual Budget

Discretionary Expenditure

Significant Areas *under-trending* are:

Ledger	Notes
Communication	Quarterly billing by Shared Services
Utilities	Awaiting billing

Significant Areas *over-trending* are:

Ledger	Notes
Sustainability Accounts	31% of Budget to date due to Electrical Lighting upgrade to LED across the school

Library/Building Trust Fund

Opening Balance	\$2,512
Income	\$2,207
Expenditure	\$132
Closing Balance	\$4,587

Motion: To accept the Finance Report as tabled

November 2022 Finance Reports

Moved Lorenza

Seconded Jen

December 2022 Finance Reports

Moved Lorenza

Seconded Jen

January 2023 Finance Reports

Moved Lorenza

Seconded Jen

February 2023 Finance Reports

Moved Lorenza

Seconded Jen

Accepted

P & C Update

New P & C executive committee: Estere Colmer and Paul Summerfield (Co-Presidents), and Isa Menzies (Secretary), and Andrew Foot (Treasurer)

Correspondence In / Out

Correspondence IN Nil

Correspondence OUT Nil

General business

Meeting Closed

5:00pm

Next Meeting to be held

Term 2 – Date to be advised

Debbie Lowrey
Principal

Jennifer McGann
Board Chair