



Belltrees Public School

School Direction Committee Meeting Minutes

Date: 1st May, 2023

Attendance: Shane Roberts, Laura Bellamy and Elizabeth Batterham.

Apologies: Ian Judd

The school direction committee is a forum to discuss school related activities regarding compliance, planning and engagement practices.

Points for discussions:

1. Understanding the hybrid preschool model and how it will interact with the school
 - In early February the School was granted permission to commence a hybrid preschool.
 - This model brings distance education to the area and allows the school to do the supervision and delivery of the program.
 - We have received funding to begin this program. We have started by offering one day to the four enrolled students, currently this day is Thursday. We are looking to extend the program to 2 days in the near future.
 - Ideally aimed at preschool aged student being in schools and having content provided by distance education and delivered by our school staff.
 - Mrs Linda Dolbel is our program facilitator and she will be supported by our Admin Manger and Mrs Jen Campbell as APCI.
2. Reflecting on the School Plan and achievements and progress in 2022
 - The School Plan is broken up into four key initiatives
 - Individualised Programming and School Reporting – to ensure parents are understanding where their children are, where they are working towards and how they are going on that journey.
 - Parent and Community Engagement strategies.
 - STEM and the Environment Programs – sustainability, engineering and STEM approach to leaning.
 - We have made good progress in community partnerships and STEM in the environment with some of the big awards we won in 2022, media coverage and the interactions students had with the wider community.
 - Academically 2022 was a tricky year due to the vandalism. Our students made progress but not up to the standard we expected. The progress was inconsistent with some students doing quite well in some areas and not achieving expectations in other areas. More recent results for this year are seeing students being back to their expected levels.
3. Understanding the role Sentral Parent Portal now plays at Belltrees PS
 - The school is moving towards a more centralised program – Sentral Parent Portal.
 - All areas of the school will begin to become available in the Sentral platform. Eg. Academic reporting, messaging, notes and absence notes.
 - Last year each existing family received an instruction pack with each user allocated a unique key to access the program.

- Sentral has become our primary form of communication between home and school. This replaces email and text messages to the school or staff members. If you require a meeting with a teaching staff member please message the school and a time will be set up. If there are issues please telephone the school for assistance.
 - We are currently investigating whether the preschool student's parents will be able to access the Sentral portal app.
 - Currently permission notes are still on paper but we look to moving to online permissions in the near future.
4. What is an APCI and what is their role?
- APCI stands of Assistant Principal Curriculum and Instruction.
 - This position was rolled out at the beginning of 2022 to support all schools in NSW to provide additional leadership capacity for the learning and teaching cycle for both teachers and students.
 - The APCI is looking to improve teacher capacity having a flow on effect of supporting students.
 - Supporting teachers to improve their learning processes.
 - Working with the school and students to ensure our structures are highly effective, ensuring our students get the best possible results.
 - Our APCI is Mrs Jen Campbell for 2023 she will then be given the opportunity to apply for the permanent position for 2024.
 - Currently Mrs Campbell is working on what our students were not achieving last year, working on individualised programs for all students.
 - [APCI Statement of Duties](#)
5. What is a DCO and what is their role?
- In 2023 the Department of Education has provided all school in our area a digital classroom officer as part of the Rural Access Gap Program.
 - This ensures rural schools are not impacted by a lack of technological infrastructure and skills.
 - As part of the Rural Access Gap Program the school has received an upgrade on wifi connections and new smartboards.
 - The DCO ensures technology is being used efficiently and effectively.
 - Mrs Laura Bellamy has taken on this role. It is only for this year.
6. Parental consent for third party applications
- This year the Dept Education is responding to the current risk of data privacy breaches. They have started a much stronger review of third party applications in schools.
 - Third party applications include all online programs that a school is using to support student learning, delivering curriculum outcomes for our students. Eg. Reading Eggs and Mathletics
 - These third party applications are currently being reviewed to ascertain what data is being collected and where it is stored.
 - In the coming weeks parents will receive a document requesting permission to use certain providers. It will be a tick a box document with parents able to select a yes or no for each software application. It will determine what is child is able to access at school.

The next meeting will be Monday 24th July. The agenda will be distributed prior to the end of term.

Meeting closed 3.35pm