



Terms of Reference

Parent Innovation and Technology Subcommittee

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1. Title of committee

Parent Innovation and Technology subcommittee

2. Purpose of committee

This committee exists to contribute in developing a process and to make recommendations in line with the school directions for the continuous improvement of high level learning practice at Paringa Park Primary School. The committee:

- encourages and plans for the continuous improvement of learning and innovation across the school
- encourage and facilitate the flow of information and ideas between the school and the parent community, in matters relating to innovation, educational technology and the school curriculum. This provides a forum for school staff to work with the parent community in matters relating to innovation and technology and to learn and build on the collective knowledge of the community to improve learning through the use of technology and innovation.
- maintains the focus of the school directions as outlined in the site improvement plan
- monitor and manage factors that contribute or deter to agreed outcomes
- encourages innovation in all forms in the school community, and creative approaches to teaching and learning at the school
- adhere to current DFE guidelines and WHS policies and practices.

3. Membership

Membership of the Parent Innovation and Technology subcommittee includes:

- site leader or their delegate
- 1 governing council member and other council representative(s) interested
- staff representative(s)
- any interested parent or carers of children currently enrolled
- 2 student representatives

4. Meetings

Meetings are held twice a term on Mondays at 6pm in week 3 and 7 of each school term in the staff room.

- each meeting is chaired by the governing council representative
- meeting agendas and minutes will be organized by the Chair or nominee
- a quorum will be half the regular membership plus one (50% plus one)
- committee members can submit a written proxy vote if a member is unable to attend
- submissions to the committee must be addressed to the chairperson

5. Sharing information

Minutes are kept on the governing council team drive and are accessed by the chair who will distribute to non-governing council members.

6. Review

Terms of reference are to be reviewed at the first meeting of the school year, and the committee stands for the school year.

