

**Boyanup Primary School
SCHOOL BOARD MINUTES
Meeting – 18th March 2021**

Present	Justin Grasso, Jenny Foale, Lisa Mitchell, Karen Swainson, Lisa Kings, Meg Wheatley (P & C)
Apologies	Kayecy Ward, Chantelle Jamieson, Belinda Bristow, Joeri Mak

Chairperson: Justin Grasso

Secretary: Loretta Roberts

Business arising from previous minutes

	No Business Arising. Previous Minutes accepted by Jenny Foale and Seconded by Karen Swainson.
--	--

ITEM	DISCUSSION	ACTION
1)Welcome	Chairperson Justin Grasso declared the meeting open at 4.01pm and welcomed the committee for the start of the 2021 school year.	
2) Confirmation of Board Members Tenures and process to advertise for those tenures that have expired	Justin Grasso attended Board Training on the 15 th March. Board Chair Joeri Mak was an apology.	<p><i>Due to Covid in 2020 some tenures have expired. While not wanting to see the whole board renominating the following was decided by the board:</i></p> <p><i>Board Members Tenures:</i></p> <p>Jenny Foale – Expired <i>Lisa Mitchel – July 2021</i> <i>Lisa Kings – July 2021</i></p> <p>Joeri Mak – Expired <i>Belinda Bristow – P & C Rep</i> Chantelle Jamieson – Expired <i>Karen Swainson – July 2021</i></p> <p><i>To advertise in Term 2 for new members. Members whose terms have expired can re-nominate.</i></p> <p><i>It is mandatory that the parent and community ratio is greater than the staff members.</i></p>

3)School Financial Report and Work Force Planning Update

The Student-Centred Funding budget is due for release on the 23rd March, 2021.

The 2021 Budget in RM Finance was sighted by the Board (See attached)

2021 Voluntary Contributions currently 64.07%.
Second reminders will be sent home on the 22nd March 2021

Justin presented the Work Force Plan for 2021

Carry Forward Salary from 2020 - \$209,510.00

Carry Forward Cash from 2020 \$51,437.59

Breakup of Budget:

Administration	\$13,935.00
Lease Payments	\$28,795.80
Utilities, Facilities and Maintenance	\$63,650.00
Building and Equipment	\$25,780.00
Curriculum and Student Services	\$146,567.35
Professional Development	\$20,000.00
Transfer to Reserves	\$42,500.00

Kindy	57.14 %
Pre Primary	79.71 %
Primary	63.17%

Student Numbers

Kindergarten	21
Pre Primary	19
Year 1	20
Year 2	23
Year 3/4	27
Year 5/6	26
	136

Specialist Programs

- Phys Ed – Dean Dixon
- Performing Arts – Lauren Delich
- Science and Technology – Dean Dixon
- Auslan – Janet O’Hara
- Health and Wellbeing – Lauren Delich
- Learning Environments – Lauren Delich
- Literacy & Numeracy – Geoff Little

	<p>Lisa Kings – Regarding School Business Plan and relevant documents.</p>	<p><i>Lisa passed on her congratulations to Justin on the presentation of his reports to the Board. She was very impressed with the depth of the reports and the avenues for support for the staff and students was very positive.</i></p>																		
<p>7) General Business</p>	<p>Lisa Kings – Pre Kindy – The need to provide a program so we don't lose students to other schools before enrolling at Boyanup Kindergarten.</p> <p>Lisa Mitchell – 50th Celebrations</p>	<p>Pre Kindy Program</p> <ul style="list-style-type: none"> • <i>Justin to speak to other school regarding how they implemented the Pre Kindy (Kindy Café) in their schools.</i> • <i>Can we link in with the Playgroup program running at the Jack and Mary Centre?</i> • <i>Meg Wheatley volunteered to be part of running the Pre Kindy program</i> • <i>Invest in Our Youth – Lisa Kings to follow up</i> <p>50th Celebrations</p> <ul style="list-style-type: none"> • <i>Celebrations throughout the week (17th-21st May)</i> • <i>Main Assembly – Thursday 20th May, 2021</i> • <i>Malcolm Humphry's – First Principal - invited</i> • <i>Stuart Clarke – Founding P & C President - invited</i> • <i>Unveil time capsule – Open 2041</i> • <i>Justin looking into 50th Anniversary medallions</i> • <i>Discussed Memorabilia</i> • <i>Past Students – Where are they now?</i> • <i>Welcome to Country – for the Assembly (Justin looking into)</i> 																		
<p>9) P & C Business</p>	<p>Meg Wheatley P & C Rep. Following the AGM on the 18th March the following Office Bearers were elected for 2021.</p> <ul style="list-style-type: none"> • <i>Easter Raffle to be drawn 1st April</i> 	<p>2021 Committee</p> <table border="0"> <tr> <td>President:</td> <td><i>Nelly Rae</i></td> </tr> <tr> <td>Vice President:</td> <td><i>Marji O'Connor</i></td> </tr> <tr> <td>Treasurer:</td> <td><i>Mel Denham</i></td> </tr> <tr> <td>Secretary:</td> <td><i>April Harvey</i></td> </tr> <tr> <td>Uniform Coordinator:</td> <td><i>Amy O'Leary</i></td> </tr> <tr> <td>Canteen Coordinator:</td> <td><i>Candy Fowler & Tenille Moore</i></td> </tr> <tr> <td>School Banking:</td> <td><i>Kelly Owen</i></td> </tr> <tr> <td>Fundraising:</td> <td><i>Marji O'Connor (Nicki Mak)</i></td> </tr> <tr> <td>School Board Representative:</td> <td><i>Belinda Bristow/Meg Wheatley</i></td> </tr> </table>	President:	<i>Nelly Rae</i>	Vice President:	<i>Marji O'Connor</i>	Treasurer:	<i>Mel Denham</i>	Secretary:	<i>April Harvey</i>	Uniform Coordinator:	<i>Amy O'Leary</i>	Canteen Coordinator:	<i>Candy Fowler & Tenille Moore</i>	School Banking:	<i>Kelly Owen</i>	Fundraising:	<i>Marji O'Connor (Nicki Mak)</i>	School Board Representative:	<i>Belinda Bristow/Meg Wheatley</i>
President:	<i>Nelly Rae</i>																			
Vice President:	<i>Marji O'Connor</i>																			
Treasurer:	<i>Mel Denham</i>																			
Secretary:	<i>April Harvey</i>																			
Uniform Coordinator:	<i>Amy O'Leary</i>																			
Canteen Coordinator:	<i>Candy Fowler & Tenille Moore</i>																			
School Banking:	<i>Kelly Owen</i>																			
Fundraising:	<i>Marji O'Connor (Nicki Mak)</i>																			
School Board Representative:	<i>Belinda Bristow/Meg Wheatley</i>																			

MEETING CLOSED 5.06pm

NEXT MEETING DATE: TBA.

TIME: 4.00pm

Attachments: Business Plan 2021-2023; 2021 Budget

Justin Grasso
Principal

Joeri Mak
Board Chair