

Boyanup Primary School
SCHOOL BOARD MINUTES – PUBLIC MEETING
Meeting – 5th April 2018

Start:

Present	Justin Grasso, Melinda Edwards, Kirsty Reely, Jenny Foale, Bob Main, Belinda Murray
	Secretary: Loretta Roberts
Apologies	

Elected Chairperson: Mel Edwards


Secretary: Loretta Roberts

Business arising from previous minutes

NIL	Previous Minutes accepted by Kirsty Reely and Seconded by Bob Main.
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ITEM	DISCUSSION	ACTION
1) Welcome	Chairperson Mel Edwards declared the meeting open at 3.45pm and welcomed the committee.	
2) Acknowledgement of outgoing board members and declaration of vacant positions.	Jenny Foale and Jackie Cahill were acknowledged as outgoing members. The Board welcomed: Belinda Bristow -P & C Representative Kayecy Ward – Teaching Staff Representative	<i>Nominations for expression of interest to be a member of the school board will be placed in the next newsletter.</i> <i>It was proposed to have meetings on a Thursday at 4.00pm for duration of 1 hour, with dates TBA. However, depending on members, this is open to discussion.</i>
3) School Financial Report and Work Force Planning Update	The 2018 proposed budget was presented to the Board (See Attached). The school has requested \$150,000 to be converted from Salary to Cash for the 2018 Year from Student Centred Funding. This is \$50,000 down on last year's cash component.	2018 Budget Cash Component \$ 150,000.00 Carry Over from 2017 \$ 46,329.00 Trans from Reserves \$ 40,000.00 Fees & Charges \$ 13098.00 Other Revenue \$ 10,850.00 TOTAL \$ 260,277.00 + \$29,903.00 (Reserves)

	<p>Mel Queried Codes: D3405 Library Operations D3410 Library – Aust Curriculum Resources</p> <p>Mel – Artist in Residence Program as Sue Daly (Art Specialist) is currently on Leave Without Pay for 12 months. It was an expectation of many parents that the art program would continue in another form while Sue is away. Suggested:</p> <ul style="list-style-type: none"> • Bunbury Regional Art Gallery • Travelling Arts Programs <p>The School Board was asked to endorse the school budget for 2018 prepared by Loretta Roberts and presented to the Finance Committee at a meeting on the 15th March 2018.</p> <p><u>Workface Planning</u> Jean Rayson Currently on LSL, returning commencement of Term 2. Ros Tuia – Taking LSL Term 2 and Term 3</p>	<p><i>D3405 is for the general running expenses of the Library, and includes the cost of the operating system 'Bookmark'. (This does not include toners for the printer, reams of paper, stationery etc)</i> <i>D3410 is for the purchase of Library resources – Books, games.</i> <i>Late in 2017 the P & C donated \$3000.00 to the Library.</i> <i>D3405 – Operations - \$2000.00</i> <i>D3410 – Library Resources - \$1000.00</i> <i>This is only a guide and the monies can be vired between the accounts.</i></p> <p><i>Justin explained that this program (Artist in Residence) no longer exists and he has been investigating other avenues and will continue to do so.</i></p> <ul style="list-style-type: none"> • <i>Teachers are expected to teach art as part of their timetable.</i> • <i>An art PD is planned for Term 2 to keep the teachers up to speed on what is expected, as Art is a reportable area of the curriculum</i> • <i>Kayecy Ward – Visual Arts – Art paper has already arrived for classroom use.</i> • <i>Justin to keep community up to date regarding the arts program</i> <p><i>Endorsed by the Board. To be entered and fixed in RM Finance.</i></p> <p><i>Priscilla Carlisle has been Deputy covering Jean.</i> <i>Priscilla Carlisle will be covering Ros Tuia's role – 2 days per week.</i></p>
<p>4) Boards Contribution to 2017 School Annual Report</p>	<p>Justin is currently working on the 2017 School Annual Report.</p>	<ul style="list-style-type: none"> • <i>To present to the Board at the start of Term 2.</i> • <i>It is expected that an article from the Board Chair is included. Justin presented Jolimont's Annual Report to the meeting as an example of the Board Chair's contribution.</i> • <i>As part of a school report, surveys to families, staff and selected students are to be completed (bi-annually) and this is due in Term 3. To engage the assistance of the P & C as more surveys are required. On average we only receive 8 or 9 returns which is hard to base a result on.</i>

<p>5) School Self-Assessment – targeted areas – Justin Grasso</p>	<p>Based on Annual Report</p> <ul style="list-style-type: none"> - Strategic - Operational - Business Plans 	<p>Resources – Updating – In line with the Curriculum Justin has gone through and updated resources and there are massive gaps in our resources.</p> <p>1) Guided Reading – Early Years – Students at Risk  – Accelerated Reader</p> <p>Staff have presented to Justin with their ideas for a whole school reading program. Looking at PM Readers or Keylinks. Aim – To have a program in place Week 1, Term 2. Books will be Fiction and No Fiction. The whole program will link with the curriculum and Naplan at a cost of approximately \$11,000.00</p> <p>2) WAPS (Wireless Access Points) – 4 New points installed. This will enable all ipads and laptops to have wireless coverage in all classrooms. Installation was completed end of Week 9, Term 1.</p> <p>3) Laptops – Ipads – To increase leasing of laptops and ipads as we replace out of date technology. That ensures that all technology is replaced every four years. (Ipads every two).</p> <p>4) STEMS and Science – Dean to attend a STEMS PD. Staff to be inducted in STEMS training. Dean is currently running this program covering mainly science with the integration of STEMS.</p> <p>5) Writing – Bright Path Writing – Assessment Tool that can track all students. This is a WHOLE SCHOOL APPROACH and teachers have been attending PD's. (TA03 Geoff Wilson to complete training). Also can be used for Assessing Reading, Maths and Science</p> <p>6) Best Performance – We have engaged this company to analyse data, provide PD to staff, analyse NAPLAN, Off year NAPLAN data for Years 2 & 4 (testing) and to further break down this data to see where our students strengths and weaknesses are. This data will then be presented to the staff.</p>
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		7) Sound Waves – <i>Sound waves books have been introduced throughout the whole school and teachers have reported that the students have really engaged with this.</i>
General Business	Bob Main – Faction Sports Carnival	<i>Congratulations to all the staff, students, parents and community members for a fantastic day!</i>

MEETING CLOSED 4.45pm **NEXT MEETING DATE:** TBA. **TIME:** 4.00pm

Justin Grasso
Principal

Mel Edwards
Board Chair