

Yanchep Beach Primary School Board Minutes

24th August 2015



Minutes of Meeting No 1 / 2015

LOCATION: YBPS Staffroom

ATTENDEES:

- Joanne Anderson, (P&C liaison)
- Samantha Curtis, (Parent)
- Victoria Dall, (Parent)
- Amy Chalkley, (Staff)
- Proxy: Roxanne Levett for Nadean Duffy, (Staff),
- Matt Jarman, (Principal)
- Liam Day, (Parent)
- Darren Meakins, (Parent)
- Carla Reed, (Staff)
- Tracey Roberts, (Community representative, non-voting position)
- Sonia Matson, (Staff)

1.0 Welcome and Apologies

Opening and Welcome. The meeting was opened by Darren Meakins at 6:15pm. Darren welcomed new Parent Representative Liam Day, returning Parent Representative Samantha

1.1 Curtis and new Staff Representatives Amy Chalkley and Sonia Matson. Darren also thank and acknowledged departing and inaugural School Board members Kate Torrance, Linda Gilleran and Carla Zoghbi.

1.2 Apologies:

Confirmation of agenda: No agenda items forwarded. Agenda confirmed.

1.3 Past minutes: Accepted.

2.0 Disclosure of Interest

Conflict of Interest. No disclosures

3.0 Financial Statement

- Variance in the one line budget is \$118 000 in July/August with all staffing paid for the rest of year. This surplus will carry over to 2016 funding.
- No decisions yet as to how these funds will be allocated next year.
- The comparative budget is what's broken down into the learning areas and will be presented at the end of Term 3, when most funds are expected to have been spent. Unspent funds can be redistributed to other priority areas.
- Contributions – ended 2014 with a 55% paid rate. This year the paid rate is 55% in August.
- Discussion about the issues of contributions not being paid.
- Darren – How are we stacking up against other schools? Is it a socio-economic issue?
- Matt – Schools that have the best contribution rate achieved 65% in 2014.
- 3.1 • Matt – We can have a sanctioned part of the newsletter that discusses where the funds go under the banner of school Board business. Faster emphasis in 2016 for the P&C managed incentive scheme which saw a spike in voluntary contributions paid just prior to the close of that initiative.
- Tracey – We could announce a project that we need the contributions for.
- Liam – Suggested surveying parents to find out why the contributions aren't being paid.
- Victoria – strongly encourage transparent links to what voluntary contributions are directed towards.

Moved by: Victoria Dall

Seconded by: Samantha Curtis

4.0 Principal's report

- 4.1
- Discussed the launch of our new school website, shown on screen.

- All P&C information, school board and necessary links has been updated.
- Newsletters will be sent through email beginning 25th August with paper copies phased out by the end of term 3.
- Particular email software program is called 'Mail Chimp' and allows tracking to find out who is accessing the newsletter. The school board will receive feedback of this analytical information.
- Curriculum Update:
 - Amy Chalkley – IT role – to develop a course of study with iTunes U.
 - Sarah McMillan, Nadean Duffy, Carla reed and Carla Zoghbi – Talk For Writing role within phases.
 - Janet Robinson, Justine Wallace and Holly Armstrong – Whole school maths planning.
 - School Data Review:
 - Letters and Sounds data – There are still gaps. However, as the program continues to be implemented, the children will catch up to the expected level.
 - Sharing of Hot and Cold Task comparisons to emphasise the benefits of Talk For Writing.
- 2016 Staffing and School Size
- Very likely that we will have a new Early Childhood and General Classroom demountable in 2016. Nine demountables can fit on site.
- Referring to class allocations table that was distributed – the red zeros indicate that there is no more places left.
- As a school board we need to have a consistent message about the importance of letting the school know if you move out of the area.
- This term the school has introduced a letter for new enrolments that say welcome and congratulations. Its purpose is to remind parents to update address details, especially if they live outside of the local area. As the letter states, enrolment can be terminated under the School Education Act if a fraudulent act is occurring.
- 2016 Calendar:
 - Four ten week terms.
 - Easter falls in Term 1, Week 8.
 - Six school development days, two are locked in at the beginning of the year and 1 at the end of the year
 - YBPS is considering to trade the other three in for one hour every Tuesday for professional learning and phase meetings.
 - Discussion held around the positives and negatives of the school development days.
- BYOD Update:
 - We discussed this last semester.
 - Last week, Paul Fuller led a staff meeting introducing this to staff.
 - Unquestionably, the staff response is Term 1, 2016.
 - Staff response is leaning towards iPads.
 - We would be disappointed if we weren't using them 40-60% of each day.
 - Roxanne – The technology is used to accent our teaching, not to replace it.
 - Amy – It is also a great way for students to take their work home and share it with their parents.
 - Matt – Control measures will be strongly adhered to by all students.
 - Most likely we will roll this out in year 2/3.
- Booklists 2016:
 - We went with Champion last year and we gave them very clear feedback about parents not being able to change the number of items. They have also gotten rid of some of their more expensive products. We have also said that we weren't happy with what happened last year because of the prices. We are also talking to Office Max, who is also loosing customers. They have many organisational changes that are affecting their service. Due to these issues, the school has decided to use Champion again.

- They are willing to provide scholarships and debt reduction options. The more customers they get from our school, the more discounts everyone will receive.
- Transition to Online NAPLAN Assessment:
 - Beginning 2019, we are taking part in a trial to complete all NAPLAN assessments online using iPads.
 - The school was given \$1600 to be a part of this trial.
- Graduate T-Shirts:
 - The word 'Leavers' will run down the right hand side of the shirt.
 - The proposal is that we have a standard shirt every year and the students choose the print on the back.
 - P&C and Nell Gray are already involved in very significant debt.
 - Students to receive shirts halfway through Term 1.
 - No profit, just a charge to cover cost - \$26.00
 - It would be added to the Graduation Levy.
 - We will be removing the iTunes Levy.
- Attendance:
 - Refer to attachment – the letter that is attached to the vacation application. The percentage has been changed from 92% to 93.6% which is the state average.
 - As a school, we are very concerned about the students who do need to be at school and are staying at home due to parent decision-making.
 - Our plan to improve this is fast-tracking families to the engagement team at North Metro.
 - Darren – Are there students coming to school without breakfast?
 - People are taking their children out of school five times per year, even when their children have missed 25% of the school year and arrive late.
 - Tracey – We need to identify the errors in the policy and reinforce how we can address these attendance issues.
 - Matt – We are targeting the moderate at risk and severe at risk and working with the families to improve.
- Matt – New school chair nominations. Thank you very much Darren for chairing the meeting. Darren nominated by Tracey for a second year.

Moved by: Tracey Roberts

Seconded by: Victoria Dall

5.0 P&C – Joanne Anderson

P&C – Joanne Anderson

- In WA, there has been \$10 million donate by P&C's in the last 12 months - \$6 million in items and resources, 70.5 hours per week by volunteers, 1.8 million hours per year and \$4.6 million donated in goods and services.
 - Large corporations are not able to give money to schools anymore if they expect a tax deduction. There is a website, Australian Schools Plus, that allows you to put your project up and they match up the projects with corporations. The website takes 5% of the money raised. Project has to be more than \$2000 and the school's index value less than 1000. We qualify with 996.
- 5.1
- Fun Run - Thank you for the support from the staff.
 - \$6 750 raised.
 - Addidas took 30% last year, this year it's 40% however they are negotiating that back down.
 - P&C are organising a cookbook. Want to receive recipes from staff and community members. Hoping to have printed and sell in time for Christmas.
 - Fathers Day Stall: K-5 Friday Week 6, Year 6 Monday Week 7.
 - Father's Day Breakfast – Friday Week 7. Orders close Friday Week 6.
 - New jacket sample – Do the school board approve it?
 - Can we put a display up of the school uniform options to receive parent feedback?

- Swimming Lessons:
- 2015 Swimming lessons, confirmed to parents by close of term 3, in the \$50 - \$60 price range

6.0 General Business

- Stronger Communities Program will deliver \$45 million over two years commencing 2015-2016. This will deliver social benefits and will improve social cohesion. If there is a \$40 000 project that is vital and will benefit our community, bring it to Darren's attention. It must be capital works. We need to identify the objective and break down the costs. The school puts forward \$20 000 and the program will match it.
- Discussion around using this program to complete our Nature Play and Play Pod designs.
- Matt would like to organise a half a day, walk around the school for school board members enabling a deeper understanding of school programs and initiatives, preferably term 3.

7.0 Next Meeting

DATE: November 2nd 2015, 6:00pm

LOCATION: Staffroom

9.0 Meeting Close/Adjournment/Next meeting

The meeting was closed by Chair: Darren Meakins at 8:06pm.

Signed (Chair)

Date:

Attached to minutes:

- 2014 Delivery Performance Agreement
- School Board member Code of Conduct