

# Yanchep Beach Primary School Board Agenda

## 27 April 2016



### Minutes of Meeting 27 April 2016

LOCATION: YBPS Staffroom

ATTENDEES:

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

#### 1.0 Welcome and Apologies

1.1 Opening and Welcome

1.2 Apologies: Tracey Roberts  
Confirmation of agenda: agreed

1.3 Past minutes: agreed

#### 2.0 Disclosure of Interest

Conflict of Interest. Nil

#### 3.0 Financial Statement

- Student centred funding model reviewed
  - Growth funding approved \$268 000, documentation to be received
  - Current budget \$4 563 732
  - Total expenditure by end of year \$4 381 183
- Voluntary Contributions to date
  - Total contributions to date 33%
  - Received amount to date \$11 595.95
- 3.1
  - Nature Play projects 1 and 2, (Not completed – will be finished in 1.5 weeks)
- Furnishings
  - Reminder that all students, whether they are situated in a demountable or classroom, have access to the same equipment and resources.

Moved by: Darren Meakins

Seconded by: Liam Day

#### 4.0 Principal's report

- 2015 Annual Report
  - Endorsement of Annual Report – 6<sup>th</sup> May via email
  - On-Entry Assessment – Percentage of students in Pre-Primary achieving 0.4 Progression Point or lower in 2014-2015 (pre-Primary student population in 2014 was 70 students and 75 in 2015)
- 4.1
  - Potential staff adjustments, (one line budget review):
    - School office staff
    - Education assistants
    - Taching positions – people doing different roles, reducing and amalgamating
    - Staffing decisions made over the next seven days
  - Election of Board Members
    - Given the IPS review and board consensus we do not want to expose the review to a

- new team elections will be held immediately after the IPS review in early November
- NAPLAN / PAT Assessment:
  - Opted to assess our Year Two, Four and Six students online
  - Year Four and Six students completed their PAT Assessments at the end of Term 1
  - Year Two students to complete their PAT Assessment in Term 2
  - We have our Year Six students paid for by ACER
  - Teachers now have a wealth of data to use for reporting and for the IPS Review
- Open half day, review and where to now:
  - Thanks to board members for attending
  - Appreciation the half-day successfully showcased our key pedagogy enabling parent representatives to advocate on the school's behalf programs such as Talk For Writing, Letters and Sounds, how resources are managed and teaching is supported.
- School visit by Barrie Bennett:
  - Canadian teacher and collaborative specialist
  - Classroom visits:
    - Peter Axton - Focusing on questioning techniques
    - Carla Humphrey – Talk For Writing
    - Session with nine new staff members
    - Session with administration and Literacy Leaders
- IPS review planning
  - High impact and low impact issues that either positively or negatively impact the school. Board members identified three main issues they feel are most impacting upon the school at the moment, positive or negative. Admin members will also contribute and this feedback will be collated for the next board meeting.
  - Board members to complete a matrix of questions that focus upon the effectiveness of our school board, (due by May 6).

*Moved by: Sonia Matson*

*Seconded by: Jo Anderson*

## 5.0 P&C – Joanne Anderson

- Canteen \$5532.02 (\$2000 PEET sponsorship deposited 19/4/2016)
- Uniform sitting at nearly \$1 921.30
- School debt down to \$13 000
- Waiting on news about the skort replacement
- Waiting for Nell Gray to get a price for the new jacket
- Planning to send home Winter preorders this week once the sell price of the new microfibre jacket is confirmed
- New microfibre jackets – supplied at the same price as the fleece jackets by the supplier.
  - Propose that the new jacket sell price is \$49, in keeping with the slightly higher price of the microfibre trackpants compared to the fleece trackpants
  - A small number of jackets were ordered on the 8<sup>th</sup> April 2016 to get them underway
  - Expected arrival late June/early July approximately, hoping for earlier
- Second hand uniform Facebook (unofficial) page
  - Worries that the messages are reducing the uniform standards we aspire to
  - Message regarding uniform standards to be published via newsletter
  - Organise a meeting with Facebook page creator to stop these messages
- Canteen has asked P&C to approve an extra opening day for Term 2, preferably a Wednesday.
  - P&C volunteers conducted a face to face school community survey focusing on preferred days and menu items, frequency families use the canteen and volunteerism.
  - From approximately 30 people surveyed, we have 12 volunteer contacts.

5.1

- Majority prefer Wednesday for an extra day, general positive response to the menu, most comments asking for hot food or something that can't be made at home and a few complaints about Flexischool fees which are being addressed at the canteen meeting next Monday.
- P&C is waiting on Profit & Loss Statements for Term 1 to decide on approving the extra day – will have these on Monday.
- Number of orders in Term 1:

5 <sup>th</sup> Feb	92	11 <sup>th</sup> March	78
12 <sup>th</sup> Feb	60	18 <sup>th</sup> March	Closed due to lack of volunteers
19 <sup>th</sup> Feb	76	25 <sup>th</sup> March	Good Friday
26 <sup>th</sup> Feb	64	1 <sup>st</sup> April	46 (people thought canteen wasn't open until Term 2)
4 <sup>th</sup> March	Pupil Free Day	8 <sup>th</sup> April	82

- Mother's Day fundraising starts Week 2
  - Stalls to be held on Tuesday 3<sup>rd</sup> May for most of the students (roster to be distributed) and Thursday 5<sup>th</sup> May for group 2 Kindys and recess for the rest of the school
  - Mothers/Grandmothers/Aunties are invited into school at lunch time on Friday 6<sup>th</sup> May - \$1 cupcake stall will be run by Year 6 with proceeds going to Year 6 fundraising
- Year 6 parents met last term to discuss Year 6 fundraising, very large turnout
  - Have been very clear in that everything that is done must be approved through P7C, funds must be managed through P&C and activities must all be planned carefully to minimize the impact on current fundraising and Year 6 teachers' workload.
  - Looking for school guidance for preferences of what the end of year activities would involve

#### General Business

- School security (S. Curtis)
  - Concerns about gate security once the school day begins
  - Concerns about students going to the toilet during class time
  - Matt Jarman: The school is designed to be an internal cell where all the gates are locked between 9:00am – 2:45pm. It is a concern that there are many new parents to our school who haven't engaged with us so are strangers to our community.
  - Discussion around the toilet procedures in each block due to safety concerns and poor behaviour in the toilets

#### Reminders

- **Code of Conduct, (Overdue)**
- **Matrix of school board effectiveness, (May 6)**
- **Annual Report feedback, (May 60)**

#### 7.0 Next Meeting

DATE: 30/05/16

LOCATION: Conference Room

#### 9.0 Meeting Close/Adjournment/Next meeting

The meeting was closed by Chair:

Chairperson Darren Meakins

Principal Matt Jarman

Date 27/4/2016

Future 2016 meeting dates:

- July 25, August 29, October 17, November 21