

EDNEY PRIMARY SCHOOL BOARD

Supporting Excellence

204 Newburn Road HIGH WYCOMBE WA

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MINUTES OF SCHOOL BOARD MEETING

Meeting No. 8/2017 - Tuesday 14th November 2017

1.0 Welcome and Apologies

Present: Aaron Chaplin, Kate Malkiewicz (Chair), Jodie Van Der Zwan, Lauren Irving, Susan Swaby, Stacey Brown, Erica Moore, Kathleen Whisson, Tambri Farrar, Maureen Wignell, Karina Mallard, Stephen Price,

Apologies: Jill Durant, Phil Mutter, Steve Rapps

Observers – Charis Calleja

Meeting opened at 6.04pm

Confirmation of Agenda

Kate thanked everyone for their contributions during the year as this is our last meeting.

2.0 Disclosure of interests

No real, perceived or potential conflicts of interest were identified by any member in relation to items on the agenda.

3.0 Minutes of Previous Meeting

3.1 Previous Minutes accepted as true and correct.

Moved – Erica Moore 2nd Lauren Irving.

3.2 Actions arising

No Actions arising.

4.0 Review Fees and Charges to Approve the Fees and charges

Karina presented the Charges and Voluntary Contributions for 2018. The charges are set so that they are at the maximum of what would be charged. Charges are for activities such as excursions and swimming lessons. At the moment we are at 99% of charges paid thanks to Dianne Carlshausen for following these charges up. This year the Voluntary Contributions are at 56%.

Motion – The Edney Primary School Board approves the Voluntary Contributions for 2018.

Moved - Kate 2nd Susan

All in Favour

Motion Carried

Motion – The Edney Primary School Board approves the level of charges requested for 2018

Moved- Kathleen, 2nd Lauren

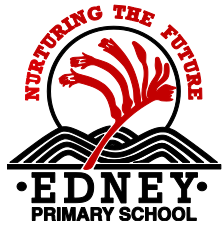
All in Favour

Motion Carried

5.0 Discuss Review and Approve Proposed school Budget

Karina presented the proposed school budget. 70% of our revenue charges come from Student Centred funding. Cash carried forward is the next biggest amount. A small percentage comes from Voluntary contributions and there is a small amount for other revenue.

Major Expenditure is utilities, facilities and maintenance, followed by curriculum and student services. There is an amount of money put into reserve for replacement of items such as furniture. There are some funds provided from Regional office for the Network which is used to run the Darling Range Learning Community. Lease payments are for computers and photocopiers.



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The Board members were provided with the draft budget details for the cost centre areas. Aaron presented the staffing budget. Most of the budget allocated goes to cover salaries for staff.

Motion: *The Edney Primary School Board endorses the draft budget for 2018*

Moved – Kate, 2nd Erica

All in favour

Motion Carried

6.0 Board Succession Planning and Road Map 2018

During this session, Board members were asked to provide suggestions for what we would like to cover next year. Members worked in groups to brainstorm ideas. Kate and Aaron will go through the suggestions and put together the road map.

7.0 Bullying and Behaviour Policy Survey Review Summary

Kate presented the responses from the Bullying and Behaviour Policy survey of parents. There were 25 respondents. Feedback will be considered in a rework of the Policy next year. Kate presented the findings for each part of the survey. Groups worked together to review the responses from parents and to identify three main points.

8.0 Reports and operational matters

8.1 Finance Report – Reports were issued to board members
No questions.

8.2 Staffing Report – Nothing to report.

8.3 Buildings and Grounds

Question about the Aircon in the undercover area. A request has been sent to the Department and the school has been told end of November. Stephen will be attending the assembly to make a presentation to the school for the funding of the Airconditioner.

9.0 Other Business

Karina explained that Edney PS has a Community use agreement for sporting or other clubs to use our facilities. The clubs have to provide documentation for insurance and Working with Children Check to use our facilities. At the moment the school doesn't charge the clubs a fee to use our facilities or a deposit. The agreement is complex and states that if there is damage or unlawful behaviour the Principal can terminate the agreement. The agreements help to generate a positive reputation within the community and so far the relationships have been positive. Next year Karina will present to the board a Community use agreement. Currently there is a judo club, a basketball club and a junior netball club using the facilities.

10.0 Next Meeting

TBC Term One 2018

11.0 Roundtable evaluation

Aaron was impressed that we were able to spend extra time on the items on the agenda tonight. The preparation for the presentation by Kate was amazing. Aaron thanked everyone for their contributions this year and all that we have achieved as a School Board.

12.0 Meeting close

There being no further business, Kate thanked all members for attending and declared the meeting closed at 7.39pm