



Baynton West
PRIMARY SCHOOL

SCHOOL BOARD MINUTES

MEETING NUMBER 1

DATE: 10 April 2018

Present: Lisa Ledger, Grant Cucel, Travis McNaught, Shontay Cardew, Kylie Gibson, Jodi Austin, Justine Passmore (Minutetaker)

Apologies:

Absent:

TIME	Agenda Item	Who	Action/Follow up	Who
7.30pm	<p>Welcome –</p> <p>Bec Smith was invited to the start of the meeting to thank her for all of her hard work as part of the School Board and as outgoing chairperson as she has resigned from the board during Term 1. The school board presented her with a gift on their behalf to say thank you.</p>		<p>Accepted: Jodi Austin Seconded: Grant Cucel</p>	
7.35pm	<p>Alignment of current Terms of Reference with the Model Terms of Reference 2018</p> <p>Discussion regarding around this item and a subcommittee be created to be the work on the TOR.</p>	Travis	<p>Defer until next meeting to wait for the new Board members to be involved.</p>	
7.50pm	<p>Proposed amendment to the wording on the Voluntary Contributions and Charges –</p> <p>‘Specialised sporting programs’ wording changed to ‘Specialised learning programs’</p> <p>Lisa presented the proposed amendment to change the</p>	Lisa	<p>Changes endorsed by the board ‘Specialised sporting programs’ wording changed to ‘Specialised learning programs’</p>	

	<p>voluntary contributions and charges to Change the 'Specialised sporting programs' wording changed to 'Specialised learning programs'. Change to the Learning program as the school is going to run Spelling Mastery from Year 3-6 Cost of the student work book to support the program. The school would like to be able to ask the parents for the donation of the work book which is \$27 per student.</p>		<p>Amend the price K – 4 to \$40 instead of \$50 on the schedule of fees for the school.</p>	
<p>8.00pm</p>	<p>Proposed amendment to the BWPS School Board Terms of Reference (TOR) to allow for an increase in the number of parent members. Discussion over the composition of the Board and the nominations for the new board members. Currently it is 6 parents and 2 staff members and 2 community members. Hard to attract community members, this member can't be a parent and what do we want out of our community representatives. The board can co-opt community members for a short period of time (without voting rights as community members doesn't have that right). Simple to change the composition but the quorum needs to be met. Increase TOR with following Parents – Minimum 6 and up to 8 Parents School staff – 2 representatives Community Rep – 2 Parents have to have 50% of the voting rights.</p> <p>An induction with the new school board members will be completed with Lisa. Needs to be clear about conflicts of interest. Principals now induct the new school board members and board needs to support Lisa to complete this induction. School Board training is coming up next term and this elevates any miss understanding and the representation of the education department and the school, and assists with the Governance</p>		<p>To increase the parents to 8 parents Two clauses that need to be changed 4.1 and 6.4</p>	

	tree and the support for the Principal.			
8.15pm	<p>Appointment of a new Chairperson Grant Cucel nominated if no one else was interested in nominating. Travis McNaught to remain on as Deputy Chairperson when Grant is not available.</p>		<p>Grant Cucel to be new school board Chairperson and Travis McNaught to remain as Deputy Chair. All in agreeance.</p>	
8.20pm	<p>Sub committee – Stage Two Baynton West PS building Grant still in conciliation with Kevin Michel to get any update on a permanent build. Lisa unhappy with the building program and the time it has taken for the 4 new transportable classrooms. Lisa will be contacting the department to the standard of the build and all of the issues that we have had. Travis and Grant working on another letter to ramp up the permanent build using data from the surveys that have just been completed. Grant to arrange to meet with Neil Darby for advice over the boundary change.</p>	Grant/Travis		
8.40pm	<p>Chinese/Mandarin Language Update on the Sponsorship Strategy Letter submitted to the board to go to BBI, and then it will go to other companies including RIO, City of Karratha, City Pacific, Woodside, Yarra and Roy Hill. Board endorsed the letter seeking Sponsorship for the program. Letter had been sent to BBI but no response has been received to date. Shontay declared conflict of interest regarding funding request to be submitted to Rio Tinto.</p>	Kylie and Travis	<p>Justine to email the letters back to Kylie and then get them resent out.</p> <p>Shontay to forward the Rio Tinto funding application and guidelines pack and a contact person to work with</p>	

8.50pm	Finance	Justine	to explore opportunities for funding.												
	<p>Student Centred Funding Model statement to be presented to the board. 2018 Budgets for endorsement</p> <p>Voluntary Contributions –</p> <table border="0" data-bbox="558 1097 702 1523"> <tr> <td></td> <td>This meeting</td> <td>Last Meeting</td> </tr> <tr> <td>Kindy</td> <td>58%</td> <td></td> </tr> <tr> <td>Pre Primary</td> <td>45.6%</td> <td></td> </tr> <tr> <td>Primary</td> <td>42.1%</td> <td></td> </tr> </table>		This meeting	Last Meeting	Kindy	58%		Pre Primary	45.6%		Primary	42.1%			<p>SCFM Statement presented to the board and discussed regarding the funding 2018 budgets endorsed by the school board.</p> <p>Only going to send out the reminders for outstanding payments via the app and Facebook, and giving the statement to the student to pass on to parent as postage costs are no longer viable.</p> <p>Lisa has asked that the total percentage be included into the report.</p> <p>Justine to email Shontay with a copy of the water and power accounts for the tariff amounts to compare with other utility providers.</p>
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Kindy	58%														
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9.00pm	<p>Parent Board Nominations 4x nominations were received for the position of Parent Representatives. All 4 nominations were accepted and endorsed, bringing the total of Parent representatives to 8, in line with the Terms of Reference. New School Board Members are Bradley Cox</p>	Lisa	<p>Grant to contact applicants and welcome them to the school board and work out dates for the induction with Lisa.</p>												

	<p>Andy Barrow Sandra Spandanuda Ryan McEwan</p> <p>Minutes from previous meetings to but uploaded onto the website.</p> <p>Annual report currently being published. Once the draft is back from the publishers Lisa will email out to the school board for comment.</p>			
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Buildings need to be vacated before 9.45pm due to security and alarms.

Meeting Closed 9.20pm

Next Meeting 22 May 2018



GRANT CUEL
CHAIRMAN



PRINCIPAL
24/5/18