

Yanchep Beach Primary School Board Minutes

17 February 2020



Minutes of Meeting 17 February 2020

LOCATION: YBPS Staffroom

Opened: 6:03pm by 2019 Chair Darren Meakins

ATTENDEES:

- Victoria Dall, (Parent)
- Pennie Ginn, (Parent)
- Darren Meakins, (Parent)
- Lisa Naudin, (Parent)
- Matt Jarman, (Principal)
- Cathy Ricciardone, (Staff)
- Sharnii Dodd, (Staff)
- Samantha Clark, (Staff)
- Gosia Watson, (Staff)
- Tracey Roberts, (Community Representatives, non-voting positions)

1.0 Welcome and Apologies

1.1 Opening and Welcome

1.2 Apologies: Victoria Dall, (email), Lisa, (email), (Tracey, email via PA)

1.3 Confirmation of agenda: Darren Meakins

1.4 Past minutes: Placed into Dropbox, (DB), not reviewed given major content of principal's report.

1.5 Opening Address: Chairperson

2.0 Disclosure of Interest

Conflict of Interest: Nil

3.0 Financial Statement – presented by Matt Jarman.

3.1 • IPS One Line Budget. Currently preliminary planning in status given census conducted 14 th February based upon the enrolment numbers below. Cash budget to be released Friday 21 Feb, full report of school's budget disclosed at March 16 meeting. Census student numbers for 2020 were:

- Kindergarten - 80
- Pre-Primary - 105
- Year One - 97
- Year Two - 113
- Year Three - 97
- Year Four - 104
- Year Five - 88
- Year Six - 85
- Total - 769

• Voluntary Contributions – distributed and placed into DB.

3.2 Moved by: S. Dodd

Seconded by: S. Clark

4.0 Principal's Report

4.1 • New members.

- Review of tenure – review and indicated in DB.
- Policy review schedule - updated in DB. Attendance Policy to be reviewed for March 16, (Darren and Matt).
- Election of chair – deferred for March meeting, annual re-election.

4.2 • Staffing Appointments

- New School Leadership structure operating in 2020. This will include roles and responsibilities

- being delegated out amongst the school's Administration Team.
 - Rebecca Routledge, former Principal Karrinyup Primary School. Rebecca is a Level Four Associate Principal and her role will focus on operational and personal leadership. She also has some knowledge around how to implement this new leadership structure.
 - Sue Dillon and Jo Hoskins are both Level Three Associate Principals. As the year commences they will focus on curriculum and instructional leadership, essentially what to teach and how to teach it. This entire structure will further support classrooms as we begin to look into further into the implementation of Talk for Literacy and other school goals.
- 4.3 • Specialist Programs
 - In 2020 the following Specialist Programs will be run: Visual Art, Physical Education, Music, Aboriginal Languages.
 - Each specialist program has a dedicated learning space and independent budget developed from program need and request from the ST.
 - The Visual Art position, merit selection process. Her name is Gemma Taylor.
 - Emma Hoft will be taking six months unpaid leave throughout Semester Two of 2020. Four suitable replacement candidates currently identified.
 - Judith will continue taking Aboriginal Languages and increase her work days to Monday to Thursday. We are very lucky to have Judith take on this role as she could have easily increased her work fraction at any of the local schools. Judith is a member of the Aboriginal Cultural Framework Group as well as the Aboriginal Aspirant Leadership Program. She not only endeavors to teach the children about the Noongar language and acceptance and inclusion of others.
- 4.4 • Intervention Program, operating but possible will be limited pending funding. Full details of program resourcing for the March 16 meeting to be presented.
- 4.5 • Induction information for school board members and training. All 2020 Board members to review the DB Folder and contents 'Membership positions/Induction documents/IPS training modules'.
- 4.6 • Bushfire debrief. Positive affirmation of school management given the circumstances, feedback provided to DOE Internal authorities by school leadership, largely based upon communication issues and school closure announcements.
- 4.7 • Parent Liaison Network, recommencing by close of term 1. Transparent communication medium, opportunity to further enhance communication channels for student, teacher and classroom benefit.
- 4.8 • Talk for Literacy – Update
 - March annual assessment – Dean Thompson from UK.
 - Changes implemented since the start of 2020
 - Training school role continued
- 4.9 • Staff and Parent Commendation - For further consideration in 2020 Berdine Van Der Westhuizen and Carla Zoghbi
- 4.10 • Life Experiences – clarification of financial allocation and purpose, (\$52 000 maximum allocation in 2020 from income received from Atlantis Child Care partnership. Events will be directly linked to the teaching outcomes from the classroom. For example, Year 6 students attending Warhorse production due to year 6's focusing upon characterization and dialogue.
- 4.11 • Student Placement Policy – board members to consider the need for the policy where the intent and record is to provide a consistency to the quality of teaching standards across YBPS. Deferred to March meeting.
- 4.12 • 2020 Board Operation. Proposed Dates
 - 17th February (Term One Week Three)
 - 16th March (Term One Week Seven)
 - 11 May (Term Two Week Three)
 - 3 August (Term Three Week Three)
 - 2 November (term Four Week Four)

Moved by: C. Ricciardone

Seconded by: D. Meakins

5.0 General Business

5.0 Sam Clark: Student Leadership Team titles of Head Boy / Head Girl exchanged for gender neutralized option. Board endorsed the term 'Captains.

Moved by: C. Ricciardone

Seconded by: S. Dodd

5.1 M. Jarman: Drew attention to board members to the 'iCal Feed' tool on the school website under the 'Calendar' heading that will synchronise all events to a phone or tablet device and update silently as updated by school management.

Moved: D. Meakins

Seconded: P. Ginn

6.0 Next Meeting

DATE: 16 March 2020, 6:00pm

LOCATION: YBPS Staffroom

7.0 Meeting Close: 6:47pm