

Yanchep Beach Primary School Board Minutes

17 February 2020



Minutes of Meeting 23 March 2020

LOCATION: Teleconference, 4:00pm, (details attached)

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: Nil

1.3 Confirmation of agenda: D. Meakins

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

1.5 Opening Address: Chairperson D. Meakins thanked all members for supporting the changed timeslot and different mode of meeting.

2.0 Disclosure of Interest

Conflict of Interest: Nil

3.0 Financial Statement – presented by Matt Jarman.

3.1 Voluntary contribution update

- All financial obligations and optional charges are currently suspended to provide support to families who may have economic impact due to COVID-19.
- Voluntary Contributions updated to Dropbox.

One Line Budget statement, (uploaded to DropBox and attached)

- School variance is currently \$220 000
- Leave management during COVID-19 may lead all schools with surplus funding to what was planned earlier in the year. Possible for the state government to retrieve these funds if required later in 2020.
- P. Ginn: The board to consider initiatives later in the COVID-19 period to allocate funding to families through programs, initiatives, resources and so on where most needed. Full board support.

Moved by: C. Ricciardone

Seconded by: G. Watson

4.0 Principal's Report

4.1

- COVID-19 Update:
 - Work packages – year by year linked to today's special parent newsletter
 - Cleaning standards – special information received from DOE as to what this needs to look like. Supplies are sufficient for time being
 - Workforce assessment has been carried out to identify vulnerable or at risk staff and leave processes in place to support them and ensure the smooth running of the school, (made easier

- by significantly declining attendance)
- Non-attendance last week was on average 17%, today 37% and expected to climb.
 - Director General has instructed all non-essential activity to be cancelled. An example includes Annual Reports do not need to be published in 2020.
 - Staffing
 - Yorakal 6, (year 5 classroom) Mrs. Hayley Gardner has taken on this role for the remainder of semester 1 and possibly semester 2 2020.
 - Intervention Program, (from last meeting minutes) POSTPONED
 - Induction information for school board members and training. POSTPONED
 - Parent Liaison Network, non-essential meetings - POSTPONED
 - Talk for Literacy – Update
 - March annual assessment – Dean Thompson from UK.
 - Staff and Parent Commendation - For further consideration in 2020 Berdine Van Der Westhuizen and Carla Zoghbi - POSTPONED

Moved by: S. Dodd

Seconded by: S. Clark

5.0 General Business

- 5.1 Darren: Must make redefining individual board roles a priority in 2020.
- 5.2 Tracey: Shared social disadvantage concerns within the City of Wanneroo, specifically isolation and community services to support the most in need.
- 5.3 Darren: Sunningdale PS, (planning name only) Darren involved in the selection process and due to be announced. New principal was scheduled to commence at the start of term 2 2020.
- 5.4 Pennie: Consider financial surplus for vulnerable community members later in 2020. Board members to consider initiatives.
- 5.5 Darren: To delete large video file from Dropbox, if members continue to have storage concerns to contact YBPS to help resolve

Moved by: V. Dall

Seconded by: M. Jarman

6.0 Next Meeting

DATE: 11 May, (Teleconference planned at this stage, 4:00pm)

7.0 Meeting Close: 4:46pm

7.1 Meeting minutes endorsed D. Meakins 24 March 2020:

Observations:

- Teleconference worked well enough
- Participants to 'mute' when not active in the conversation
- Participants to state their name before speaking
- YBPS to investigate Video conference options, such as 'Zoom'.

