

School Board Meeting

Minutes

3:30pm, Tuesday 18 August 2020



Present: Dan (Chair), Stuart (Principal), Amanda, Magdalene, Sue H, Tamara (minutes)

Member of the Public: James

Apologies: Shelley, Sacha, Prak

Meeting opened: 3:30pm

	Agenda Item	Time allowed
1.	<p>Confirmation of minutes of meeting, 21 May 2020 Minutes not available. Stuart gave a summary. Passed in to be confirmed at the next meeting.</p>	5 mins (3:30)
2.	<p>Business Arising</p> <ul style="list-style-type: none"> ➤ IPS (Stuart) Anzac Terrace was successful in the application for IPS. Effective from 1st day of Term 3. Transition period is for the remainder of this year. Training will be provided to Stuart and the school administration team. 	5 mins (3:35)
3.	<p>Correspondence</p> <p>Incoming</p> <ul style="list-style-type: none"> • Letter from Director General regarding IPS status offering congratulations. <p>Outgoing</p> <ul style="list-style-type: none"> • None 	5 mins (3:40)
4.	<p>Financial Update (Standing item) (Sue) Finance committee meeting last term. Items discussed:</p> <ul style="list-style-type: none"> • Moving funds to purchase some more iPads • Becoming a cashless school. Will prefer non-cash payments but will take cash if required. Cash handling at school is covered by detailed procedures. <p>Discussion of the Comparative Budget Report (displayed on the screen for review).</p> <ul style="list-style-type: none"> • Carried over \$60,000 in cash. Early next month will prepare the draft budget for 2021. • C accounts are revenue. • D accounts are expenditure. Accounts are very granular. • Reserve accounts <p>Budget is healthy. Forecast variance is currently sitting at \$105,120. Aim for around \$60,000 at end of year as bills come in to be paid in January, i.e. electricity.</p> <p>Will run through the budget each meeting so the Board can review and track progress.</p>	10 mins (3:45)
5.	<p>Discussion of Module 1 & 2 (Stuart) Student surveyed who had read the pre-reading. Only 3 out of 6 attendees. Stuart proposes that someone picks up the modules to present and summarise them for the rest of the Board. He has volunteered to give that summary. Documents will still be sent for those that can review.</p>	5 mins (3:55)

	Modules 1 & 2 to be reviewed at next meeting.	
6.	<p>Police Clearance (Stuart) DoE has declared that every parent member of a School Council or Board must have a National Police Clearance. Form needs to be submitted online. https://www.education.wa.edu.au/screening-school-council-board-members - scroll to the bottom for the link to start the criminal history check. Police clearance is valid for 3 years and is no charge for School Board members.</p>	5 mins (4:00)
7.	<p>Future Planning (Being IPS) (Stuart) Now that the school is IPS the school can reprofile the school. The Principal and MCS roles cannot change, but the other positions are up for change, if the school meets the student / teacher ratios and requirements set by DoE.</p> <p>On Wednesday next week the school administration team will be looking at the positions and will make recommendations. These will be presented to the School Board. The School Board will be able to make recommendations. The Principal will then plan staffing for the following year.</p> <p>Anzac Terrace plans to have a permanent music teacher at the school from next year, teaching music from Year 1 to Year 6, and drama. Mr Bell has been encouraged to apply. The position will be open to applications and a panel has been formed to review the applicants and hire the best person for the job.</p> <p>ATPS currently has a science teacher, but she is not permanent or a specialist. From next year the plan is to have a specialist science teacher.</p> <p>The Principal is also planning to open a pool for the current fixed term staff to apply. They staff will need to write applications and interview as part of this process.</p>	10 mins (4:05)
8.	<p>Co-opting a Community Member (Stuart) As a Board this is something that is available to us. We can ask a community member to join our board if the Board believes there is a benefit to the school to do so.</p> <p>Presently there is no need to co-opt a community member but may be able to use this in future. Community members can be co-opted for a period or permanently.</p> <p>Discussion of opening nominations for new parent members. Stuart discussed the options for having more parent members. General agreement that the Board is stronger with more parents (limit of 15 members).</p> <p>The Board decides to co-opt James McLaughlin as a parent member for the remainder of the year. Vote. Passed</p>	5 mins (4:15)
9.	<p>General Business</p> <ul style="list-style-type: none"> ➤ MSN (Stuart) Stuart has been asked to be the Morley Schools Network (MSN) Principal. Stuart has extra meetings to attend. MSC now must run the MSN funding. This runs financial year as opposed to the school budget that is calendar year. 	5 mins (4:20)
	<p>Meeting close: 4:25 pm Next meeting: Tuesday 15th September 2020, 3:25pm</p>	(4:25)