



West Byford Primary School Board Minutes
Wednesday 19th May, 3pm
Term 2, 2021

School Board Chair: Nicole Wilton
Secretary: Annemarie Goedecke

Present: Margaret Ward, Danielle Meyn, Liam Parkinson, Danielle Bastick, Katelyn Smith, Noelene Mason, Nicole Wilton, Sharon Hillyard

Apologies: Jasveen Kaur, Ashley Finnigan

Absent: Annemarie Godecke, Skye Morris (on-leave)

Meeting Open: 3.05pm by Nicole Wilton

Minutes from Last Meeting

Minutes endorsed by Sharon Hillyard and seconded by Margaret Ward.

Principal's Update

- Noelene reported to the board that during her classroom visits and time spent in the yard before and after school that classes are settled, students are engaged and teachers are doing an excellent job.
- Activities and events above and beyond the teaching and learning have been a success with the ANZAC Ceremony receiving exceptional feedback from special guests. Thank you to Brian Abbey for co-ordinating this event.
- Noelene extended her thanks to the P&C and Leavers Committee for their organisation of the colour run – the thorough planning before, during and after the event was evident and Noelene acknowledged the thoughtfulness of the volunteers (including winding the garden hose back in the correct way for Ken). The colour run raised just over \$25,000. Once commissions are deducted, the school raised \$15,500 for the year 6 leavers.
- The Mother's Day stall hosted by the P&C was a success. Students were excited to visit the stall and this combined with the Mother's Day raffle raised \$4500 for the school.
- The Board Chair to send an email to the P&C to thank them for their participation in the colour run and Mother's Day stall.
- There was a small national glitch with NAPLAN, but aside from this the two week testing period has run very smoothly. Teachers go through rigorous pre-NAPLAN training and have administered the tests efficiently.
- The canteen has accommodated to the changes in recess and lunch breaks as a result of swimming lessons. Noelene acknowledged the hard work Cheryl and the volunteers have done to make this happen.
- Noelene thanked the teaching staff for their efforts this term. Between NAPLAN, preparing semester one reports and swimming lessons, the staff have been very busy!

- Danielle Meyn provided a finance update to the board. We currently have a variance just over \$200,000 with \$81,000 to go to salary.
- Margaret asked how the voluntary contributions were going? Danielle informed the board that the \$7200 target has been exceeded and believes this is an outcome of parents not paying online subscriptions this year. PP and Kindy have almost reached their target.

School Review

- The feedback from the school review was overwhelmingly positive. Central Office made comment to Noelene on our exemplary review.
- Noelene was happy to be part of the story and acknowledged that all the work was done prior to her arrival under the guidance of Mike Bettenay.
- The improvements listed are what the school recommended and are focussed on connecting the history of the area to our school.
- The administration team elected for a 3-year review.
- Liam commented that a lot of work went into the review and it took its toll on staff in the lead up. Noelene stated that the quality of the staff and the hard work that they put into our school was reflective in the amount of effort that went into this process.
- The review will be made public on the school website and will remain for a minimum of 12 months.

Statement of Expectations 2021-2024

- Noelene distributed a copy of the Statement of Expectations 2021-2024 to all board members. All board members took the time to read over the statement and make comment.
- Margaret commented that the inclusion of the Department of Education expectations is supportive of schools as we know what their role in each school is. Katelyn commented on the clear link between the expectations and the Public School Review.
- All board members accepted the statement. Nicole and Noelene signed the agreement, endorsed by Danielle Bastick and seconded by Sharon Hillyard.

School Development Day

- This will be held on Tuesday 8th June.
- Staff will engage in a Reporting Workshop and have time allocated to work on reports.

Minister Visit

- The minister will be visiting on the 9th June.
- She will be here to look at the new build and for a photo opportunity with the name of the new building. Staff and students will be working on the naming of the block to have this decided prior to her visit.

New Classroom and Plan for use

- The leadership team will be working on class placements and movement ahead of the new block opening, including listing some of our demountables as permanent classrooms.
- The new block is on schedule to open in July.
- The school has received funding for a purpose built science building. Initial discussions have indicated that refurbishing an existing classroom as opposed to using the new block as a STEM classroom is of preference.
- The scheduled start date for the Tonkin extension has not been confirmed, Noelene to contact the Shire to discuss. Concerns surrounding the increased flow of traffic through the area if the Tonkin extension goes ahead were discussed.

Attendance, Behaviour and Reward Play Overview

- The board analysed the Term 1 attendance and behaviour data. It was noted that authorised absences have gone up, perhaps due to sick kids being kept home more frequently due to Covid.
- Noelene presented a reward play overview indicating why students were not able to attend in term 1. Nicole commented on the fact that students being penalised for being late is difficult because it is their parents fault. Noelene saw this as an opportunity for students to problem solve e.g. how can I get ready quicker in the morning?
- Noelene considered if there was opportunity to contact parents who have children that missed out? To be discussed at leadership meeting.

General Business

- Nicole called for general business

Communication

- Margaret queried if it was possible for community members to have access to the school newsletter as now that her grandchildren have left, she no longer receives updates. Danielle Meyn to add Margaret and Jenny to the Skoolbag app.

Acknowledgment

- The board acknowledged and congratulated Noelene for her appointment as the substantive principal of West Byford Primary School

Next School Board meeting

Next school Board meeting will be Wednesday 18th August 2021 at 3.00pm.

No further business



Meeting closed 4.00pm.

Signature School Board Chair:



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