



West Byford Primary School Board Minutes  
Term 1, 2021

School Board Chair: Nicole Wilton  
Secretary: Annemarie Goedecke

**Present:** Annemarie Goedecke, Margaret Ward, Danielle Meyn, Skye Morris, Ashley Finnagan, Liam Parkinson, Danielle Bastick, Katelyn Smith, Liam Parkinson, Rebecca Coslani, Nicole Wilton, Sharon Hillyard, Noelene Mason

**Apologies:** Jasveen Kaur

**Meeting Open: 3.10pm**

**Minutes from Last Meeting**

Minutes endorsed by D Bastick and seconded by M Ward.

**New Principal 2021**

Recruitment process is currently with Director General to approve and sign off.

**Finance Update**

No update due to DoE shutting down database.

**Library Policy and Bags**

Noelene informed the Board members that that Uniform shop is still waiting to receive the order of library bags, delayed due to China market. Noelene also requested the feedback from members regarding Library Policy and recommended changes mentioned below. Parents can purchase from Byford Newsagency if want to, otherwise member agreed to wait until orders come in and just make sure water proof bags are used.

Changed to Policy:

- At two weeks overdue, and SMS email will be sent to the parent/guardian alerting them of the overdue book. Students may not borrow while books are outstanding.
- In extenuating circumstances where damage or loss of books is repeated, students may be permitted to borrow a book, but the book can only be taken to class, not to leave school premises.

Endorsed by all members

**School Development Days 2021**

Change date from Friday 4 June to Tuesday 8 June 2021.  
All board members voted yes.

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## **Enrolment**

801 students and 30.5 classes this year.

## **New Classroom Build**

- Current schedule should be finished by end of September.
- Parking bays to be reviewed.
- Picking colours to be finalised.
- Delay in equipment due to China trade
- Long jump pit to be moved – by Term 3 – seeking Shire approval.

## **Public School Review Process**

Noelene updated the members on the current process and the outline for the day which includes, teachers/students/Board members.

Noelene will provide Standard document with minutes.

## **General Business**

- Sun Safe Policy will be amended to reflect discussion and brought back to Board at next meeting.

## **Next School Board meeting**

Next school Board meeting will be Wednesday 26 June 2021 at 3.00pm.

## **No further business**

Meeting closed 4.15pm.

Signature School Board Chair: .....