



Glengarry Primary School

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~ School Board ~

School Board Meeting – Monday 30th May 2016

Present: Peter Meston, Janet Iacomella, Simon Korzec, Teri Lane, Troy Visser, Mark Gabbitus, Carol Larkin, Kerryn Ellis, Megan Northover

Apologies: None

Meeting opened at 7:05pm

Minutes of Previous Meeting

Minutes accepted without amendment (Mark; seconded: Kerryn)

Business Arising from Previous Minutes

- Janet has had discussions with other local schools regarding rules around awarding ribbons and will align Glengarry PS awards with these schools
- Simon noted that the swimming carnival may require a new coordinator next year
- Megan took the Board on a guided tour of the new website and outlined its functionality.
- Megan noted that Skoolbag app and functionality are not designed to replace class web tools (e.g., Dojo)
- Plans and Policies section on website to be updated with additional policies on uniforms etc.
- Megan also noted that she is the webmaster and should be contacted with queries/bug reports

Student-Centred Funding Model-update:

Peter provided an updated operational one-line budget and cash report

Model indicates that ~3 million from 3.5 million dollar budget is allocated to salaries – our actual salary figure is about \$30K lower than our budget due to savings in admin, but about \$8K higher in other areas for a net variance of \$21K; this variance is within the recommended safety net

About 98% of the expected 75% of voluntary contributions have been received so far this year

Fees for facilities hire (mostly to Zig Zags) will be reviewed for next year; these have not been increased in many years

Concertina doors have been replaced thanks to generous grant from DET as well as some monies from P&C; future renovations may look at expanding and reorganizing the administrative area to increase functionality

Endorsed by: Teri; seconded by Megan

School Board Effectiveness – draft

Peter and Troy outlined the proposed effectiveness questionnaire to be completed yearly by Board members; this is part of the IPS protocol but also an important way of evaluating how well the Board believes it is doing

Mark suggested that we should also establish a process for dealing with problems or issues that might arise from the document

Effectiveness survey to be delivered online via Survey Monkey or a similar service, administered by the Glengarry PS administrative team and completed in approximately Week 1 of Term 4 on a yearly basis

Endorsed by: Teri; seconded by Mark

School Board Induction – draft

Teri and Janet met to discuss this; draft document presented by Janet

Due to the possibility that election of new Board members might make the timeline for delivering the induction program impossible, Simon suggested amending the timeline to “The induction program will take place before the first meeting to be attended by the new member.”

Revised induction policy and associated induction documentation to be uploaded on the website with the policy document to formatted appropriately and to be amended to include a review date

Endorsed by: Troy; seconded by Carol

National School Opinion Survey

Peter outlined the National survey, which consists of mandatory items and is administered every two years; noted that this survey does not allow for the inclusion of school-specific items.

Preliminary discussion of the possibility of also issuing a Glengarry PS specific community survey in years in which the National School Opinion Survey is not offered (this was done prior to the introduction of the national survey); to be discussed further at future meeting

Endorsed by: Mark; seconded by Kerry

School Uniform Contract

WACCSO has recommended these contracts be made with Schools rather than P&Cs due to legal issues

Glengarry P&C currently having issues with uniform supplier and the running of the Uniform shop is a significant administrative load for the P&C

Considering a new supplier who would be an outside contractor; second-hand uniform shop would continue to be run by P&C

Meeting Planner – review

Much of this is generic information that repeats yearly but with small changes to dates, plus some more specific events

Janet suggests updating agendas for each meeting on the basis of planner

Mark suggested moving review of terms of reference and code of conduct to the first meeting of the year

Simon suggested compiling a comprehensive list of local School Board policies and to use this to aid identifying areas in need of new policies – Simon to consult with Leanne on this list

General Business

- Troy noted that he had received questions about extending the Uniform requirements to pre-primary; this will be discussed at the next review of the Uniform policy
- Megan noted that Skoolbag contains only information that is publically available from other school and community sources – no private or personal information is accessible from this resource

Meeting closed at 8:45pm

Next meeting: Monday, August 15 (please note change of date from regular meetings)

Simon Korzec
School Board Chair

Peter Meston
Principal