



Glengarry Primary School

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~ School Board ~

School Board Meeting – Monday May 29, 2017

Present: Peter Meston, Simon Korzec, Teri Lane, Troy Visser, Carol Larkin, Kerryn Ellis, Jenny MacFarlane, Leeann Reid-Munce, Emily Taylor

Meeting opened: 7:00 pm

Welcome/Apologies

Apologies: None

Previous Minutes

Minutes were endorsed without amendment

1st: Kerryn; 2nd: Leeann

Business arising from Previous Minutes

- At the last meeting, School Board members were asked to provide updated profiles to Megan Northover; with Megan on leave, any further updates can be passed to Kelly Ciccarone

Business Plan Review

- Peter noted that a downside to the delay in the DET review of the business plan is that there will be no guidance available for creating a new plan in 2018
- in the absence of guidance, the next annual report will be based on a comparison of the dot points in each area of the Business Plan against the school targets and strategies
- Peter has engaged in conversations with principals at other schools that have been reviewed in order to investigate the feedback they received
- This feedback suggested that:
 - o The strategic focus section had too many points listed in each area
 - o It is important to ensure data is available to judge the achievements in each section
 - o It is not necessary to address all focus areas if there are areas that do not have problems in the school – doing so can lead to a focus on “solving” problems that do not exist by implementing unachievable performance targets, i.e. attendance

rates were given as an example where it may be undesirable and impractical to attempt to stop parents from removing students from school to take trips.

- In considering changes to future Business Plans, goals that lack data to evaluate whether they have been achieved will likely be removed
- Peter suggested that in preparation for the 2018 review, it is desirable for Board members to consider what evidence they would provide that goals in the Business Plan have been achieved and that the Delivery and Performance Agreement has been successful
- Simon suggested such evidence could include induction procedure documents and School Board minutes

Actions: Peter to provide details of School Board effectiveness evaluation items and each Board member to individually indicate how they would respond to these items; responses to be collated and discussed at the next meeting

Comparative Budget

- Budget update provided by Peter Meston
- Currently, the budget has a positive variance of approximately \$109,000 largely as a result of significant spending cutbacks undertaken last year
- Last years actual spending was about 105% of the budget
- Positive variance to be used to offset costs of current services (e.g. Chaplain) as well as to replenish reserves used last year
- Although Peter noted that there are no specific targets for reserves, funds will be used in future to help pay expenses of replacing broken equipment; currently, there are several major items, such as electronic whiteboards that are past the date at which they were expected to need replacement
- Troy asked whether the School Board would be involved in budgeting for possible funding increases proposed by the Federal government; Peter responded that distribution of any funding changes would be overseen by the DET
- Simon asked about costs of Internet data usage. Peter noted that the School's data usage far exceeds our allocation, but analysis of usage indicates that the data use is appropriate and strategies are in place to minimize usage where possible (e.g., downloading videos to local servers for later streaming)

Budget endorsed without amendment

1st: Emily; 2nd: Jenny

Reporting to Parents – electronic transfer

- A proposal was discussed to distribute student report cards electronically via Connect in the first instance and email for those not on Connect
- Peter pointed out that electronic distribution would result in timelier distribution with less work and less cost while ensuring parents receive the reports
- Parents would also receive an email to notify them the report was ready
- Kerryn suggested that the option could be offered to parents to print off reports at the school if needed

- Troy suggested that a “Frequently Asked Questions” (FAQ) document should be created to outline the process to parents and address issues such as what would happen to Connect accounts (and access to reports) if students left Western Australia

Motion: that reports, starting in the 4th term, 2017 should be released 100% digitally as discussed above, along with an FAQ explaining access and other issues as discussed above
In favour: unanimous (carried)

Mandatory screening of Board members

- the DET will be enforcing a mandatory criminal history screening policy for all new members of School Boards from Term 2, 2017; this is optional for members elected to School Boards prior to this date
- Kerryn asked whether parent Board members who were staff at another school needed to be screened. Peter responded that issue this was unclear

Motion: that current board members apply for criminal history screening
In favour: unanimous (carried)

- current School Board members will apply for screening prior to the next meeting
- Teri will update the induction pack for new Board members to reflect policy changes

School Board Week

- Peter noted that School Board week was the first Term 3 and that the points raised on promotional posters for the events provide an excellent overview of role of the School Board at Glengarry

Religious Education

- Peter noted that a substantial number of parents opt out of religious education for their children; this is a substantial logistical/duty-of-care problem for teachers who have to supervise two separate groups of students at the same time; greater numbers of parents opt out of religious education in Years 1-3 than 4-6 (but even here it is ~10%)
- Peter noted that discontinuing religious education would add that time to available teaching time
- Peter noted that religious education was consistent with Glengarry School’s values but still contained religious-specific references; Teri noted that these values were also communicated in the Keys program, and the Buzz program
- It was suggested that religious education could be replaced with a values program; Peter noted that a strong values education was already embedded in other parts of the curriculum
- It was also noted that religious education could be offered as an optional user-pay class after-school
- Years 1-3 have ½ hour of religious education per week, while Years 4-6 have 1 hour/term
- This time difference means the program is untenable in lower school (Years 1-3), but still tenable in upper school (Years 4-6).

Motion: that on the basis of the current logistics of the program, religious education will not be offered in 2018 in lower school (Years 1-3)

In favour: 5 (carried)

Motion: that on the basis of the current logistics of the program, religious education will not be offered in 2018 in upper school (Years 3-6)

In favour: 2 (not carried)

General Business

- discussion of logo and motto postponed for future meeting
- the current uniform policy does not allow for wearing of tights or long sleeve shirts under uniform polo shirts

Motion: to amend the current uniform policy to permit the wearing of navy leggings under skirts or dresses

In favour: unanimous (carried)

Motion: to amend the current uniform policy to permit the wearing of red long sleeve shirts under uniform polo shirts

In favour: 2 (not carried)

- Glengarry School has been offered an opportunity to participate in a young entrepreneurship program offered by the Innovation Institute; this program will be run at no charge with two senior classes in Term 3

Meeting closed: 8:46 pm

Next Meeting: Monday 28, 2017 @ 7pm