

Tuesday 12th May 2020
4:45 – 6:00p.m.
Staff Room

School Board

Minutes



Attendants: Rich Harries, Marlize Pretorius, Riria Grant, Phil Springett, Debra Bright, Rino Stephens, Lee-Anne Hay, Sue Iskra, Vanessa McCrae, Rebecca Fall, Isobella Sellers

Scribe: Sue Iskra

Apologies:

Business Arising from previous minutes

N/A

Confirmation of Minutes

“That the PKPS Board endorse the minutes of the previous meeting, held 18th February 2020, as a complete and accurate record”

Moved: Lee-Anne Hay

Confirmed: Rich Harris

Correspondence:

NIL

Item	Presenter	Summary of Discussion	Actions
<p>1. Welcome to New Members</p>	<p>Phil / Rich</p>	<p>Welcome New Member Isobelle Sellers Rebecca Fall</p> <p>Staff Update <i>Kirsty Smith Resignation</i> – acknowledgement of contributions to school. Process underway to fill vacant position. <i>Deb Ripp Retirement</i> – Official retirement date 19 May 2020. Deb has been with the Department since 1988, and PKPS since 1996. School will organise a fitting farwell when larger gatherings allowed. Sue Iskra has been appointed to the position of MCS on a permanent basis. <i>Kim Angus</i> (former staff member) – passed away during Term 1 <i>Wendy Millar</i> (former staff member) – passed away over the term break.</p>	
<p>2. Covid-19 Update</p>	<p>Phil</p>	<p>Significant dip in number Week 8 – 10 Term 1 In Term swimming lessons cut short to one week. Decision to send learning packs home before end of term Manage vulnerable staff Team effort by all staff, school felt supported by school community. Two demountables taken away over the school holidays, restricting access to school grounds. Significant changes announced by government over the holiday period, Admin team meet to plan changes to before and after school procedure and new cleaning guidelines.</p> <p>Term 2 Week one attendance 61-71% 72% and 80% so far this week (Week 2). Week 3 review by Department Changes to Semester 1 reports – no grades will be allocated.</p> <p>Staff Reflection Marlize, Rebecca, Lee-Anne and Vanessa shared their experiences</p>	

<p>3. Funding Agreement and Budget</p>	<p>Phil</p>	<p>for Term 1.</p> <p>Funding Agreement Phil took Board through Student Centred Funding Agreement, including per student funding from Census. See attached Presentation notes</p> <p>Budget Sue presented 2020 Budget to Board Changes to Budget in response to COVID-19 School has received an Operational Response totalling \$27041.25, \$2500 in cash through Gateway. Balance funding, through salaries, is for 1.0 FTE cleaner for day cleaning for Term 2.</p> <p>Increases to Budgets in response to COVID-19</p> <table border="0"> <tr> <td>Admin/Office Requirements</td> <td>\$ 1 000.00</td> </tr> <tr> <td>Stationary & Office Supplies</td> <td>\$ 1 000.00</td> </tr> <tr> <td>Photocopier Consumables</td> <td>\$ 1 000.00</td> </tr> <tr> <td>English</td> <td>\$10 000.00</td> </tr> <tr> <td>Maths</td> <td>\$ 5 000.00</td> </tr> <tr> <td>Student Requirement</td> <td>\$ 2 000.00</td> </tr> <tr> <td>Cleaning</td> <td>\$ 2 500.00</td> </tr> </table> <p>In Tern Swimming refunds where done over school holiday, \$1362.00 requested. Balance has been put to students accounts as unallocated funds.</p> <p>Noted that not enough communication to parents regarding EFTPOS now available, Sue to communicate to parents.</p> <p>Quotes being sourced to install hand dryers in toilet blocks.</p>	Admin/Office Requirements	\$ 1 000.00	Stationary & Office Supplies	\$ 1 000.00	Photocopier Consumables	\$ 1 000.00	English	\$10 000.00	Maths	\$ 5 000.00	Student Requirement	\$ 2 000.00	Cleaning	\$ 2 500.00	<p>Copy of Budget Checklist to be added to Board packs/files</p>
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<p>4. Warnbro CHS Update</p>	<p>Debra</p>	<p>Debra presented LEAP Program currently has been running at Warnbro for the past 2 years</p>															

<p>5. School development Days</p>	<p>Phil</p>	<p>School Development Day scheduled for the 28 April 2020, was cancelled due to COVID-19 Term 2 preparation. Phil put to Board this to now be moved to last day of Term 2, 3 July 2020. Board in agreement.</p>	
<p>6. Business Plan Feedback</p>	<p>Phil</p>	<p>Presentation of Strategic Planning Document and Business Plan. New business cycle starts this year. Feedback from board – clear, concise, linked to Fogarty</p>	
<p>7. General Business</p>	<p>Phil/Rich</p>	<p>Community Expectations Team to setup meeting, include Janette Hindmarsh.</p> <p>Re-schedule Open Meeting – possibly to Term 4 with advent of COVID-19 restrictions to lifted.</p>	<p>Rich to email and organise time.</p> <p>To be discussed at next meeting when know more regarding Department plans re COVID-19</p>
<p>Next Meeting</p>		<p>Tuesday – Week 7 Term 2</p>	