

***Bletchley Park Primary School***

***School Board Meeting Minutes***

**Date: 7th August 2017**

**Present: Rebecca Burns, Sharmini Aru, Jenny Forster, Ness Gordon, Peter Abetz, Kevin Porter, Alladean Chidukwani, Paula Vardy, Kelly Anderson, Craig Ashby, Denis Coldham, Jennifer Bamford, Keren Harding, Cassandra Best**

**Apologies: Damion Hill**

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| **No** | **Item** | **Description** | **Action** |
| 1 | **Endorsement of the Minutes from previous meeting** | From 12th June 2017 | Endorsed by:  Paula Vardy  Seconded by:  Ness Gordon |
| 2 | **Business arising from last minutes** | None. |  |
| 3 | **Welcome**  **Craig Ashby – new Principal**  **Denis Coldham – new parent member** | Sharmini welcomed Craig Ashby, our new Principal and Denis Coldham our new parent member. |  |
| 4. | **Finance Report**  Jennifer Bamford presented the Finance Report for noting.   |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **SCHOOL BOARD FINANCE REPORT – BLETCHLEY PARK PRIMARY SCHOOL - MONDAY 7 AUGUST 2017**  1057 Students enrolled to date.  **Voluntary Contributions Collected To 7 August 2017**  **BBudget Account Name Fixed Budget Current Actual YTD Variance**  C1002 Primary Voluntary Contributions (32,280) (32,280) (26,890.83) (5,389)  C1003 Pre Primary Voluntary Contributions (6,000) (6,000) (5,416.55) (583)  C1004 Kindy Voluntary Contributions (5,600) (5,600) (5,550.00) (50)**The following is the schools financial position as at 31 July 2017**  Operational One Line Budget Statement | | | | | | | | |  | |  | |  | | | | | | | | | Carry Forward (Cash): | $ | 21,149 | |  | | Carry Forward (Salary): | $ | 581,509 | |  | | **INCOME** |  |  | |  | | Student-Centred Funding: | $ | 9,089,844 | |  | | Transfers and Adjustments: | $ | -28,896 | |  | | Locally Raised Funds: | $ | 591,843 | |  | | **Total Funds:** | $ | 10,255,450 | |  | | **EXPENDITURE** |  |  | | | Salaries: | $ | 8,908,093 | | | Goods and Services (Cash): | $ | 1,064,240 | | | **Total Expenditure:** | $ | 9,972,333 | |  | | **Variance:** | $ | 283,117 | |  | |  | | | | | | | | | | | | **Income** | | | | | | |  | | | | | |  |  | | --- | --- | |  | **Sum** | | Carry Forward (Cash) | **$21,149.38** | | Carry Forward (Salary) | **$581,509.26** | | Student-Centred Funding | **$9,089,843.92** | | Per Student | $7,533,298.00 | | School and Student Characteristics | $1,220,577.52 | | Disability Adjustments | $48,421.68 | | Targeted Initiatives | $216,614.86 | | Operational Response Allocation | $70,931.86 | | Regional Allocation | $.00 | | Transition Adjustment | $.00 | | Transfers and Adjustments | $-28,895.70 | | School Transfers – Salary | $-467,130.80 | | | | | | | |  | | | | |  | | |  | | | | School Transfers – Cash | | | $440,000.00 | | | | Department Adjustments | | | $-1,764.90 | | | | Locally Raised Funds (Revenue) | | | **$591,843.40** | | | | Voluntary Contributions | | | $43,880.00 | | | | Charges and Fees | | | $155,737.50 | | | | Fees from Facilities Hire | | | $57,074.64 | | | | Fundraising/Donations/Sponsorships | | | $52,112.43 | | | | Commonwealth Govt Revenues | | | $12,720.00 | | | | Other State Govt/Local Govt Revenues | | | $6,650.00 | | | | Revenue from CO, Regional Office and Other schools | | | $.00 | | | | Other Revenues | | | $36,678.60 | | | | Transfer from Reserve or DGR | | | $226,990.23 | | | | Residential Accommodation | | | $.00 | | | | Farm Revenue (Ag and Farm Schools only) | | | $.00 | | | | Camp School Fees (Camp Schools only) | | | $.00 | | | | **Total** | | | **$10,255,450.26** | | | |  | | | | | | | | | | | **Expenditure** | | | | | | | | | | | |  |  | | --- | --- | |  | **Sum** | | Salaries | **$8,908,093.29** | | Appointed Staff | $8,831,456.54 | | New Appointments | $41,285.97 | | Casual Payments | $29,350.78 | | Other Salary Expenditure | $6,000.00 | | Goods and Services (Cash Expenditure) | **$1,064,239.74** | | Administration | $56,882.11 | | Lease Payments | $.00 | | Utilities, Facilities and Maintenance | $221,924.55 | | Buildings, Property and Equipment | $360,068.90 | | Curriculum and Student Services | $333,768.01 | | Professional Development | $19,750.00 | | Transfer to Reserve | $35,572.73 | | Other Expenditure | $13,446.49 | | Payment to CO, Regional Office and Other schools | $22,826.95 | | Residential Operations | $.00 | | Residential Boarding Fees to CO (Ag Colleges only) | $.00 | | Farm Operations (Ag and Farm Schools only) | $.00 | | Farm Revenue to CO (Ag and Farm Schools only) | $.00 | | Camp School Fees to CO (Camp Schools only) | $.00 | | **Total** | **$9,972,333.03** | | | | | | | | | | | | | | |
| 5. | **Principals Report** | Bec presented the Principal Report for noting.  1059 - current enrolment. Bike racks and footpath installed after the delivery of the new office block. Traffic Warden – still a work in progress, Craig Ashby will take over the management of this. 2018 enrolments have been impacted by the recent decision by the Minister that children currently enrolled in Bletchley can stay at Bletchley next year in 2018 even if in zone for the new school (Southern River Primary planning name).  The new BPPS website will go live in the next week. It looks fantastic and is much easier to navigate.  Bec thanked the Board for all the support and hard work that members do. | Bec will put the zoning for BPPS up on the BPPS Facebook page. |
| 6. | **Student and staff wellbeing**  **Challenges and Choices**  **Develop action plan** | Cassandra Best (BPPS School Psychologist) attended to discuss the Challenges and Choices program. Cassandra shared her thoughts on the elements of the program that she liked. With the suggestion that some areas such as online safety could be extended.  **Action plan:**  Whole school approach  Explicit teaching  Connected language  Point of need teaching  Teachable moments – in class and in playground  Consistent approach  How will we know it is effective – outcomes based  Home – school connection – DOJO and SEE SAW | Cassandra will  contact SDERA to see if there is any research being undertaken on Challenges and Choices.  Kelly to ask the Health and Wellbeing Committee to survey teams about how they are implementing the Challenges and Choices program. Eg, how often explicit teaching occurs, connected language etc. |
| 7. | **Reporting to Parents Survey Results** | Bec presented Reporting to Parents survey results for discussion.  The Board discussed the option of going online for survey booking next year and also sending reports home online. However, these matters are operational and were discussed only. |  |
| 8. | **Music Program – Yr 3-6 2018 -Recorder** | K-2 will have a music specialist teacher in 2018.  3-6 teachers will be required to teach music and arts in 2018 and have asked not to have to teach the recorder. Senior students will have the opportunity to access instrumental music though the xylophone program and also through School of Instrumental Music. Bec asked Board Members their thoughts on this matter and it was decided that teachers would not be required to teach recorder in 2018. Recorders will be taken off the booklist. |  |
| 9. | **Summary of meeting and board reflection** | Sharmini and Ness thanked Bec for everything that she has done for BPPS and the School Board. A legacy has been left.  Renee reminded everyone that they are invited to attend the Maggie Dent Parent Workshop this Thursday 9th August 7pm. |  |
| **Close** |  | Meeting Closed at: 8.20pm  Next meeting will be Monday 4th September 2017 |  |