



# BRAESIDE PRIMARY SCHOOL

Carinya Gardens, Katanning WA 6317  
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## School Council Meeting Agenda 08/04/19

ATTENDEES: Joanne Tester, Teresa Wigg, Nicole Smallacombe, Kirsty Flugge, Tahlia Bielby, Sue Thompson, Travis Menghini, Lisa Blacklow, Claire Flemming

Absent- Matt Kerin

		ACTIONS
<b>1.</b>	<b>Welcome and Apologies</b>	
1.1	Opening and Welcome <ul style="list-style-type: none"> <li>▪</li> </ul>	
<b>2.</b>	<b>Minutes of Previous Meeting</b>	
2.1	<p>Review Minutes of previous meeting.</p> <p>Other business of previous minutes</p> <p>-An email was sent from Teresa to Mick Dryden (BMW) about the acoustics in Rooms 5 through to 8. Acoustic panels will be placed in the vault of the ceilings in rooms 7 and 8 as a trial to see if they will be put into Rooms 5 and 6. These will be possibly be installed over the April holidays.</p> <p>- Uniform committee: the staff rep is Sienna Breen. Lisa is going to be chair of this committee. The P and C rep position will be advertised on the Facebook page and in the newsletter, this will then be finalised in week 2 of Term 2.</p>	<p>Moved- Nicole Smallacombe</p> <p>Seconded- Lisa Blacklow</p>
<b>3.</b>	<b>Priority Item 1 – Finance</b>	
3.1	<p>- Student Centred funding</p> <p>There was an error in the census due to the mother of a child not informing the school of intentions. The child has re-enrolled into a different school, this means that our school loses \$10 164 from the budget. This is not impacting us financially due to Emma Cook's grad allocation of \$10,120.25. Her grad DOTT allocation is being covered in house.</p> <p>Student characteristics funding eg. Aboriginality, disability, EAD and social disadvantage has not varied much from the previous budget presented.</p> <p>Targeted initiatives: Grads as they go to grad modules the amount of money goes up as the PD is covered by the State Government.</p> <p>Salaries plan</p>	<p>Moved – Lisa Blacklow</p> <p>Seconded- Claire Flemming</p>

	<p>The Management Corporate Services (MCS) owns the permanent position. If we haven't got someone to fill the role it gets backfilled by someone who holds another role. It is currently filled by a member of staff who holds a special needs position. The return of our MCS has been budgeted for, this includes a financial handover so we will have 1.4 in that role. There is a buffer of \$22 000 in the budget for if she returns early.</p> <p>We have used all of the 10 budgeted handover MCS days to cover Mel English for handover to Claire at the start of 2019.</p> <p>Cash budget We are asking for \$204, 410 00 from student centred funding to be allocated to cash.</p> <p>Cash carry forward from last year is \$25, 447 79.</p> <p>How accounts amalgamate together was previously raised. Teresa emailed the spreadsheet. The cost centres and codes come from last year's planning.</p> <p>Voluntary contributions aiming for \$4244. We currently have around \$2900. A reminder has been in the newsletter; it could possibly go onto the school Facebook page.</p> <p>We are still investigating the water issue.</p> <p>16 new laptops have been paid for.</p> <p>This document goes into the preliminary cash plan which feeds into the cash report.</p>	<p>The school council has unanimously endorsed the draft budget as of 8<sup>th</sup> April to be set as the current budget.</p> <p>Moved- Nicole Smallacombe Seconded- Sue Thompson</p>
<b>4.</b>	<b>Priority Item 2 – Annual Report</b>	
4.1	<p>Front cover Change the picture on the front to children in their school uniform.</p> <p>Page 2 Formatting in the purple box needs adjusting. This is to be emailed through to Mel English for reformatting. Also remove non aboriginal from the last paragraph in the purple box, add in a unique blend of minority cultures instead. This also needs to be changed on schools online.</p> <p>Page 11 Under next steps change the t to the word to.</p> <p>Resize photos at the bottom so that the sentence above can be read.</p>	<p>Moved- Nicole Smallacombe Seconded- Travis Menghini</p>

	<p>Remove the photo of kindy which is unclear and replace it with the Margaret Cotton photo.</p> <p>Page 12 2017 parents lowest ranking items and highest ranking items needs to be changed to 2018.</p>	
<b>5.</b>	<b>Priority Item 3 – Whole School Positive Behaviour Support Plan</b>	
5.1	<p>Good standing policy has been developed by Braeside Primary School in accordance with the Violence in Schools Direction from the Department of Education and the West Australian Government.</p> <p>It is now mandated that schools have a good standing policy. As we already have good standing events we need to formalise this. The change added to the policy is from the mandate, if you are suspended you lose your good standing immediately, this is a change from our school previously having suspension count as 2 behaviour slips which gave children a third chance to attend good standing.</p> <p>Yellow slip and suspension data is stored on Integris. Parents get a letter or phone call to let them know their child won't get good standing. Parents can see the data from Integris for verification.</p> <p>Suspensible behaviours are from the department. These behaviours include starting a fight, making physical contact with the intent to harm, videoing of physical altercation or bullying and inciting other students to commit an act of physical aggression.</p> <p>In the whole school positive behaviour support plan on page 19 is the intensive behaviour support guidelines from 2017. This needs to be addressed with staff and gone through to make sure it matches the new departmental guidelines.</p> <p>Page 28 there is a typo, consequences of bullying needs the word medication changed to mediation.</p> <p>When the document is finalised it will go onto the school website for parents to have access to.</p> <p>Alter the logo to the correct logo.</p>	<p>Moved – Claire Flemming</p> <p>Seconded- Lisa Blacklow</p>
<b>6</b>	<b>School Review</b>	
6.1	<p>School review is in Term3. It is a 3-year cycle. It is focused on self-assessment, how we look at data and surveys and how we use data to inform future planning. The process uploads documents which they then print off and will come to the school and interview some people. There is no set date in Term 3 yet.</p>	
<b>7.</b>	<b>Other Business</b>	
7.1	<p>The ranger has been giving tickets to parents parking in the wrong places at pick up times. Place a reminder in the newsletter about</p>	

	<p>appropriate places to park. Teresa to ring the shire and clarify places to park.</p> <p>Issue raised from the P and C meeting in regards to parking on Hill Way. People parking on the gravel in Hill Way are creating a blind spot and also they are driving on the footpath. A reminder will be put in the newsletter and on the Facebook page about. Teresa to approach the shire about using the LED portable sign for next term ad a no standing sign if needed.</p> <p>Teresa to check staff details on the web page for accuracy.</p> <p>Check that the correct logo is being used.</p> <p>Parent interview notifications was not sent out this term. They will be sent out for week 2 Term 2.</p> <p>Kerry is setting up connect for photos of school swimming. We will also load notes and newsletters onto connect.</p> <p>Text messages are being used more often as reminder for important notes coming home.</p>	
<b>7.</b>	<b>Meeting closure</b>	
7.1	The meeting was closed at 5:20pm	