



**SOUTH PADBURY  
PRIMARY SCHOOL**  
Pursuit of Knowledge and Friendship

# **SOUTH PADBURY PRIMARY SCHOOL**

## **INDEPENDENT PUBLIC SCHOOL**

56 Warburton Avenue PADBURY 6025 T: (08) 9307 5833

Email: [southpadbury.ps@education.wa.edu.au](mailto:southpadbury.ps@education.wa.edu.au)

Website: <http://www.southpadburyprimaryschool.wa.edu.au>

<b>AGENDA</b>		<b>South Padbury Primary School</b> <b>Board Meeting</b> <b>Minutes</b> <b>11 March 2020</b> <b>Staffroom</b> <b>3.15pm start</b>				
<b>Present:</b>		David Knox: Principal and Executive Officer Mark Barnett: Staff Representative Sumaya Race: Staff Representative Jill Ridout: Staff Representative Tia Tutti: P&C Representative Amanda Duckworth: Parent Representative Amanda Burgess: Parent Representative Kelsie Prabawa: Parent Representative Alexandra Krebs: Parent Representative Leona Liddelow: Observer				
<b>Apologies:</b>		Nil				
<b>Time</b>	<b>#</b>	<b>Description</b>	<b>Type</b>	<b>Notes</b>	<b>Attachment</b>	<b>Lead</b>
3:15	1	Welcome	Noting		Nil	David
	2	Adoption of Previous Minutes	Acceptance	Minutes accepted as being a true and proper record of the meeting.	Minutes of Previous Minutes	David
	3	Composition of the board	Noting	The newly appointed Chair will send out an expression of interest via a nomination form to parents. David is happy with the current level of staff on the board but would be happy for the parent numbers to increase, not surpassing 11 in total.	Nil – See list above	David
	4	Terms of Reference	Acceptance	The 2020 Terms of Reference were accepted by the Board.	Board Terms of Reference	David
	5	Election of Chairperson	Decision	There were 2 nominations for this position with Tia and Amanda both nominating. A ballot was held and Amanda B was voted in as the 2020 Board	Nil	David



SOUTH PADBURY  
PRIMARY SCHOOL  
Pursuit of Knowledge and Friendship

# SOUTH PADBURY PRIMARY SCHOOL

## INDEPENDENT PUBLIC SCHOOL

56 Warburton Avenue PADBURY 6025 T: (08) 9307 5833

Email: [southpadbury.ps@education.wa.edu.au](mailto:southpadbury.ps@education.wa.edu.au)

Website: <http://www.southpadburyprimaryschool.wa.edu.au>

				Chair. David was supported by Jill R. and Amanda D as Returning Officer for this process.		
	6	Staffing Report	Noting	David presented the 2020 staffing profile with costings. The changes since the board ratified the staffing plan in 2019 are that Ashlee Booker has left, Sumaya Race and Les Smith have gone into Year 4 and Vanessa Hodge has gone into the Kindy B class. As a component of this report David also gave the Board a very broad overview of the school's 2020 fiscal position.	Staffing Profile	David
	7	Leadership Roles and Responsibilities	Noting	David's 'gradual release of responsibility' continues to unfold, with tasks such as Reporting to Parents the next on the list for him to relinquish.	Leadership Roles and Responsibilities	David
	8	Financial Report	Ratification of 2020 budget	David explained the aspects of the CMP and then went through the recent additional spends, bank account and 2020 budget. The Board unanimously agreed to ratify the 2020 budget.	<ol style="list-style-type: none"> <li>1. Comparative Budget Report (CMP)</li> <li>2. Additional Spend</li> <li>3. Bank Account</li> <li>4. 2020 Budget</li> </ol>	David
	9	2019 Annual Report	Ratification of 2019 Annual Report	David walked the Board through the key components of the 2019 Annual Report and the Board unanimously agreed to ratify the 2020	Annual Report	David



SOUTH PADBURY  
PRIMARY SCHOOL  
Pursuit of Knowledge and Friendship

# SOUTH PADBURY PRIMARY SCHOOL

## INDEPENDENT PUBLIC SCHOOL

56 Warburton Avenue PADBURY 6025 T: (08) 9307 5833

Email: [southpadbury.ps@education.wa.edu.au](mailto:southpadbury.ps@education.wa.edu.au)

Website <http://www.southpadburyprimaryschool.wa.edu.au>

				budget.		
	10	Next Meeting		Wednesday 3 June 2020 in the staffroom at 3.15		Chair

Signed: \_\_\_\_\_ Principal      Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Chair      Date: \_\_\_\_\_