

**Golden Bay Primary School Board
ANNUAL GENERAL MEETING
Minutes**



Date:	15 March 2016
Time:	6:00pm
Place:	Golden Bay Primary School – Conference Room

Purpose Statement

Our purpose is to act ethically and with integrity in the governance of the school within the legislated accountability framework.

Board Chairperson: Vanessa Wicks

Secretary: Kristy McGregor

Members: Adam Eaton, Kylie Flannery, Peta Lawrence, Michelle Nash, Russell Newbound, Sara Metalli, Karli Shuard, Vanessa Wicks.

Co-opted Member - P&C Representative: Amanda Gater

Apologies: Alyssa Marsh

Item	Time & Person responsible	Discussion & Actions
1. Welcome and introductions	3-5 minutes Board Chair	Vanessa Wicks welcomed the School Board members and introduced Assistant Principal Michelle Nash. Each school board member introduced themselves to the Board.
2. Apologies	1 minutes Secretary	Alyssa Marsh
3. Review of actions from previous annual general meeting (No previous actions as this is the first AGM)	1 minute Board Chair	No previous actions as this is the first AGM.
4. Acceptance of minutes of previous annual general meeting (No previous minutes as this is the first AGM)	1 minutes Board Chair	No previous minutes as this is the first AGM.
5. Board Chair's report	10 - 15 minutes Board Chair	Vanessa Wicks presented the Board Chair's report.
6. Principal's Annual report	15 minutes Principal	Peta Lawrence presented the Principal's Annual report. Karli requested clarification of the student numbers in the Annual Report. Peta explained these numbers are based on Semester 2 Census which was completed in

		August 2015 and student numbers increased as the year progressed.
7. Annual Financial Report	10 minutes Manager Corporate Services	Kristy McGregor presented the Annual Financial Report with support from Peta Lawrence.
8. Proposed budget for 2016	Principal	Peta presented the proposed budget for 2016 and gave additional explanation of the Curriculum budgets.
9. Questions from the School Board and community	10 minutes Board Chair	Nil
10. Proposed Motions & Resolutions	10 minutes Board Chair	See Below
Proposed Motion & Resolution	Moved by	
10.1 The 2015 Golden Bay PS Annual Report (inclusive of the financial statement) be accepted by the School Board as an accurate account.	Peta	<i>Moved: Peta Seconded: Karli Accepted unanimously</i>
10.2 That the proposed school budget for 2016 be accepted by the School Board.	Peta	<i>Moved: Peta Seconded: Kylie Accepted unanimously</i>
11. Acceptance of financial statements provided.	2 minutes Manager Corporate Services	<i>Moved: Kristy Seconded: Vanessa Accepted unanimously</i>
12. Acceptance of School Board Chair's annual report to the Board.	2 minutes Board Chair	Proposed: Vanessa Accepted: Sara <i>Accepted unanimously</i>
13. Membership/Nomination for School Board	Board Chair	No nominations were received and no resignations were presented.
14. General Business 14.1 School crossing update 14.2 Faction names and signage	Board Chair Peta Russell	Peta spoke about the school crossing. Type A (school crossing attendant provided) children's crossing has been approved. Road works are scheduled to commence in the April school holidays as the walkway needs to be widened to meet regulations. Timelines are in the hands of Main Roads and the City of Rockingham.

		<p>Faction names and signage. Russell has been in contact with Craig from Gumption to create faction designs for our factions. These are based on the final outcomes where native trees received the most overall votes across parents, students and staff.</p> <p>Banners will be used at faction carnivals and the faction polo shirts will be embroidered with the faction emblem on their sleeves. Banners will be ready in time for our interschool carnival in Term 4.</p> <p>Faction polo shirts will hopefully be ready by mid Term 2 and will be able to be worn on Wednesdays.</p> <p>Sara asked if the future school board meeting dates could be changed to support her attendance given a change in circumstance. New dates were approved by the School Board Members and the staff term planner will be updated to reflect these dates. Action: Kristy</p> <p>Peta advised the School Board members that Michelle Nash has been appointed Assistant Principal while Jacquie Cooper is Acting Principal at Charthouse Primary School for Semester 1.</p> <p>Karli asked for clarification of the borrowing of levelled readers from the Library. Peta advised that the library will increase hours of operation as the school grows. Peta would like to consider Karli's question further and will discuss at the next School Board Meeting. Action: Peta</p> <p>Peta advised the school board that Zena from the School Volunteer Program will continue at GBPS in 2016. An additional volunteer will join us as part of the School Volunteer Mentor program. This will commence in Term 2. The mentors are trained by Anglicare for the purpose of supporting students in schools to achieve a greater sense of belonging. Children are matched to mentors with parental permission.</p>
15. Meeting close	Board Chair	8.05pm
<p>Next Meeting: 6pm Tuesday 28 June 2016 6pm Tuesday 30 August 2016 6pm Tuesday 22 November 2016</p>		

Signed: _____
Board Chair

Date: _____

Signed: _____
Principal

Date: _____