



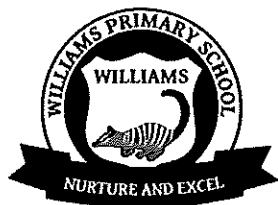
# Williams Primary School

## - School Council Minutes -

6 November 2024

Meeting: 8.50 am Library		
ATTENDEES: Ben Kirk, Christine Cowcher, Natalie Schulz, Gemma Haddrick, Nick Panizza, Ben Steicke, Bec Higham, Nat Pearce		
APOLOGIES:		
1.0	Welcome and apologies	ACTIONS
1.1	<b>Acknowledgment of Country,</b> We respectfully acknowledge the past and present traditional custodians of this land on which we are meeting, the Willman people. It is a privilege to be standing on Willman country. We also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the education of all children and people in this country we all live in and share together – Australia.	
1.2	Welcome, Open Meeting	
1.3	Correspondence in	
2.0	Disclosure of Interest	
2.1		
3.0	Minutes of previous meeting	
3.1	Minutes from Meeting Dated: 23.10.24	Moved: Ben S  Second: Gemma
4.0	Reports and operational matters	
4.1	Principal's Report	<ul style="list-style-type: none"> <li>On File</li> <li>CFE visit on Monday. We have had some teachers observing offsite in their own time.</li> <li>World Teachers Day – Morning tea and covered duty</li> <li>Emergency Planning – We had a medical emergency last week and will be reviewing our best practice at our staff meeting.</li> <li>2025 planning – teachers have not been assigned to classes as yet, we hope to have that out by the end of the term.</li> <li>Reporting changes have been communicated with parents but no feedback has been received at this stage.</li> </ul>
4.2	Deputy Principal's Report	<ul style="list-style-type: none"> <li>Incursions/Excursions</li> <li>Intergenerational Project Yr 6's</li> <li>Proposed Cricket Carnival</li> </ul>
4.3	Manager Corporate Services Report	<ul style="list-style-type: none"> <li>Finance Update/discussion of the overall budget</li> <li>Building and Maintenance</li> </ul>
4.4	School Council Chairperson Report	<ul style="list-style-type: none"> <li>Review of 2024 – On File</li> </ul>
5.0	Other business	
5.1	School Development Days for 2025	Proposed dates for the school decision are: Friday 30 May 2025 Monday 21 July 2025 Monday 13 October 2025
5.2	Oval Update	Two of the four loads of sand have been delivered. Sprinklers have been checked and the dam water if being supplied. Awaiting confirmation from Bruno re start date. Grants may be available.

5.3	2025 Preliminary Cash Budget	Reviewed by School Council members. Noted by school council.
5.4	2025 Preliminary Staffing / Class Structure	Current numbers still support a 6-class structure for 2025. Kindy, PP, 1/2, 2/3, 4/5 & 5/6 at this stage.
5.6	Parent meetings – half day school closure	Teachers have been surveyed and they have responded that they would like to do this. We are trying to decide whether term 1 or term 2 would be more appropriate. Parents would like to ensure that they can meet with all teachers involved, especially in Math and English. Communication with classroom teachers is still a concern with parents.
5.7	Board makeup	Kerry to check if we do require a replacement community member.
5.8	Fire Drill	We will be completing a bush fire drill soon.
5.9	Friday Seesaw Update	Send home an update on Seesaw on Friday.
5.10	Mouse issue in canteen	Mouse deterrent - Kerry to look into.
	<b>Meeting closed:</b>	<b>9.55am</b>
	<b>Next meeting</b>	<b>Term 1 2025 Wed 19<sup>th</sup> February @ 9.00am</b>



### **Acknowledgement of Country**

I acknowledge the Traditional Custodians of this land on which I work and live, the Willman People of the Noongar Nation. I recognise their continuing connection to land, water, and community and pay respects to Elders past, present, and emerging.

### **Enrolments**

- No changes since our last meeting.

### **Staffing**

- No changes to staffing since the last meeting.

### **Centre for Excellence**

- Interns/participants in the program presented at the recent staff meeting some of our learning from our recent PD and Mentor School visit.
- Mentor school visit on Monday.
- Teachers have been doing observations of mentors and will be provided further opportunities next Monday.

### **World Teacher's Day**

- We acknowledged the hard work and dedication of our teachers by providing a morning tea. Makayla decorated the staff room. Ben and I did teacher's duties.

### **Emergency Planning**

- We had a medical event at our school last week that required an ambulance to be called. Staff were, in every instance, very professional and competent in the handling of this event
- We'll spend a little bit of time at today's staff meeting reflecting on whether there were any aspects that could be handled better and update our practices.

### **2025 Planning**

- Numbers still support a 6 class structure. We could go to 5 classes, but classes would be at the upper end of the maximum numbers, with some year levels having no room for new enrolments.
- Current numbers are dictating the following structure. K, P, 1/2, 2/3, 4/5, 5/6
- Teachers have not yet been assigned to classes, but we are hoping this will be finalised over the next few weeks.

### **2025 SDDs**

- The proposed dates are:
  - Term 1 - 3<sup>rd</sup> and 4<sup>th</sup> Feb (Monday and Tuesday of Week 1)
  - Term2 – 30<sup>th</sup> May (Friday of Week 5 – backs onto long weekend)
  - Term 3 – 21<sup>st</sup> July (Monday of Week 1)
  - Term 4 – 13<sup>th</sup> October (Monday of Week 1) and the Friday of week 10

### **Parent Interviews**

- Staff have been surveyed and have had the opportunity for input about the best time for these meetings. It was pretty evenly divided between late Term 1, and mid to late Term 2. We decided to go with the slight majority, but as this will be the first time we've done this we'll seek feedback after the event next year.

#### Oval Update

#### Upcoming Author Visit

#### Year 6 Visit to Narrogin SHS

#### Other Upcoming Events

- Pirates and Princesses Good Standing – this Friday
- Kindy Transitions – 13<sup>th</sup>, 20<sup>th</sup> and 27<sup>th</sup> November
- Student Leadership Interviews – 26<sup>th</sup> November. There are a couple of clashes with this, so we may need to look at an alternate date.
- Graduation Dinner – Friday 6<sup>th</sup> December
- Presentation Night – 10<sup>th</sup> December
- Good Standing Water Day and Student's final day.

## **WPS School Council - Chairpersons Report 2024**

Welcome all to the final School Council Meeting for 2024. It's hard to think we are halfway through Term 4 already.

At the start of the year, together with Gemma Haddrick, Natalie Schulz, & Zeich van Onselen, we welcomed Nick Panizza who joined us to complete Jo Macnamara's term on council.

I'd like to take this opportunity to thank these four individuals for their contribution not only to council but the greater school community over the past 12 months.

I'd also like to acknowledge Jo for her time and contribution she made, whilst on school council.

The year commenced with Catherine Gordon as Principal, who then took the opportunity in Term 2 to take up a position in Bakers Hill.

A big thank you must go to Ben Kirk and Chrissie Cowcher for stepping up during terms two and three in Catherine's absence.

Term 4 has arrived, along with Merranie Beal who has joined us as our new Principal. Term 4 is always a busy one, however I hope you've found the wider school community welcoming.

In addition to the regular governance and review, the school council over the course of the year was invited to provide feedback, input and was kept informed on a number of issues and happenings within the school.

Some of these included;

- Review and clarification of the uniform policy, ensuring a smooth transition to the new uniforms.
- Review of the CVE process within the school.
- Review of the student leadership agreement and policy
- Ensuring planning begins the year prior for Leavers Shirts
- Discussion on NAPLAN results and subsequent intervention programs in place.
- Centre for Excellence Updates
- Input into the Oval Rejuvenation Project
- Planning & Preparation for 2025 (contribution charges, booklist review, strategic plan etc)

In conclusion, on behalf of all the council, I'd like to take this opportunity to thank the wider school community, most importantly all the staff, and the dedicated group of parents in the P&C – your contributions definitely don't go unnoticed.

I am looking forward to a positive and progressive year for 2025.

Ben Steicke



## School Financial Summary

Issued on 5 November 2024

School:	Williams Primary School	School Year:	Oct 2024 ( Verified Oct Cash)
Region:	Wheatbelt Region	Aria:	3.5
		Distance to Perth (km):	152.65

### One Line Budget

	Current Budget	Actual YTD	Variance
Carry Forward (Cash):	\$ 199,321	199,321	-0
Carry Forward (Salary):	\$ 165,485	165,485	0
<b>INCOME</b>			
Student-Centred Funding (including School Transfers & Department Adjustments):	\$ 1,832,081	1,832,081	0
Locally Raised Funds:	\$ 55,057	54,358	699
<b>Total Funds:</b>	<b>\$ 2,251,944</b>	<b>2,251,246</b>	<b>698</b>
<b>EXPENDITURE</b>			
Salaries:	\$ 1,716,316	1,383,610	332,707
Goods and Services (Cash):	\$ 417,094	302,131	114,963
<b>Total Expenditure:</b>	<b>\$ 2,133,410</b>	<b>1,685,740</b>	<b>447,670</b>
<b>Variance:</b>	<b>\$ 118,534</b>	<b>565,505</b>	<b>-446,972</b>

Student-Centred Funding		
Per Student	\$	1,165,138.00
School and Student Characteristics	\$	603,829.37
Disability Adjustments	\$	0.00
Targeted Initiatives	\$	63,320.42
Operational Response Allocation	\$	320.04
Regional Allocation	\$	0.00
<b>Total</b>	<b>\$</b>	<b>1,832,607.83</b>

Minimum Expenditure Requirement Summary	
Current Budget - SCFM and Locally Raised Funds	\$ 1,884,838
<b>Minimum Expenditure Requirement</b>	
96% of current budget	\$ 1,809,444
10% of carry forward	\$ 41,497
<b>Total Minimum Expenditure</b>	<b>\$ 1,850,941</b>
<b>Current Forecast Expenditure</b>	
Salaries	\$ 1,716,316
Goods and Services (Cash Expenditure)	\$ 417,094
<b>Total Forecast Expenditure (cash and salaries)</b>	<b>\$ 2,133,410</b>

Bank Account Balances (Cash)		
Bank Account	\$	32,172.07
Investment Account(s)	\$	127,397.40
Building and Other Funds Account	\$	0.00
<b>Total for all Bank Accounts*</b>	<b>\$</b>	<b>159,569.47</b>

\*Reserve balances are included in the total

Reserve Account Balances	
Build Land & Improvements Rese	\$ 9,000.00
Early Childhood Resource Reser	\$ 6,785.18
Computers in Class Resource Re	\$ 9,086.08
Furniture & Fitting Resorce Re	\$ 10,737.59
Plant & Equipment Resource Res	\$ 10,420.26
Photocopier Reserve	\$ 1,830.00
<b>Total for all Reserve Accounts</b>	<b>\$ 47,859.11</b>