

School Board – Agenda/Minutes
WEST BALCATT PRIMARY SCHOOL

Date: 26 th May 2025	Attendees Principal – Caroline Booth Staff – Lee Tanner & Sharon Pearson Parents – Jelena Iovic (Chair 2025), Phoebe Biggar (Secretary), Chris McLaughlin, Karen Joseph, Tammy Chong, Amelia Trifunowski, Gavin O'Hara Community – Kay (BSH)	Apologies Charlotte Dawson
Time: 5pm		

ITEM	LED BY	DISCUSSION/PROGRESS	ACTION/TIMELINE
Welcome & acceptance of previous minutes	Jelena Iovic	Accepted by Lee Tanner and Chris McLaughlin <u>TOPICS:</u> • Election of chair & secretary 2025 • Principals Report • Financial Agreement • Terms of Reference • Schedule of Business • Tenure of members • Draft Business Plan • Date of next meeting 26th May	N/A
1. Financial Agreement 2025	Caroline Booth	<u>Refer to copy of the Fundin gAgreement</u> Budget checked by Department of Education (monthly) Funding agreement was noted by the Board and signed by Chair & Principal Student Centred Funding Statement (31st March) outlined by CB 95% of budget is recommended to by spent Questions: What's the financial year?(KJ) Calendar year Are the targeted initiatives standard or requested by the school? (TC) they are determined by the Department pfEducation Does it cover infrastructure? (GO) some come out of the budget, we can opt to manage it ourselves (some money given), can go with the department. Refer to Cash Report (Issued on 26th May 2025)	

2. Annual Report 2024	Caroline Booth	Refer to Annual Report (issued via email) Annual Report 2024 was noted by the Board. Question: Noticed that Y3 are below average? (AT) explained comparative data (WBPS is compared to liked schools). Reading was highlighted as an area to strengthen; staff development day whole school approached introduced (Talk 4 Reading) to all staff. Focus on reading fluency, phonics is good, but comprehension is needing work. Are there different ways to support phonics? (KJ) lots of impact on whole school approach NAPLAN – results will be presented to Board in T3 TC – asked about gaps ‘Targets’ in results. NAPLAN has changed its reporting criteria achievement in previous years can’t be compared to current achievement. However, we will be able to compare achievements this year.	
3. Questions relating to Annual Report & Financial Agreement	Jelena Ivovic	N/A	
4. Date of next meeting	Jelena Ivovic	Proposed date Monday 25th August @6pm Can delay the third meeting until NAPLAN data in	
5. Board Training led by Aaron Thomas (Collegiate Principal Leadership Institute DOE	Aaron Thomas	Refer to personal notes	
Meeting closed @ 5:29pm			