

**Greenwood Primary School Board
Meeting Minutes
4 November 2019**

- Date 4 November 2019
- Venue Greenwood Primary School (GPS) Staffroom

Attendees Samantha (Sam) Lakin (Chair), Caroline Gordon, Melissa Kingston, Sarah Malu, Hayley McGill, Peter Mulcahy, Maureen Perry, Jodie Southern, Dean Starbuck, Amanda Vicary

Apologies John Logan, Courtney Murphy, Jessica Howat

Meeting Commenced: 7:00 pm

Agenda Item	Action	Who	When
Acceptance of Previous Minutes (Sam)	Minutes accepted by the Board members.	Moved: Sarah Malu Seconded: Melissa Kingston Accepted: all	
Business Arising from previous minutes. (Sam)	<ul style="list-style-type: none"> • Review of sliding scale for Voluntary Contributions in 2020 for 2021. • OSHC feedback procedures process? <ul style="list-style-type: none"> ○ Proposal OSHC feedback procedure to be prepared by Dean Starbuck and Sarah Malu. 		2020
Chair Report (Sam)	<ul style="list-style-type: none"> • Sam Lakin to prepare Chair Report at next meeting 25th Feb 2020. 		2020
Board Self Reflection (Sam)	<ul style="list-style-type: none"> • School Board members reviewed summary of members analysis <ul style="list-style-type: none"> ○ Review term of reference 15.2 at next meeting. ○ Sam Lakin and Peter Mulcahy to collect statistics on Board Member attendance and approach any Board Members who have not attended 3 consecutive meetings. 		Term 1 2020

Space Station (Peter)	<ul style="list-style-type: none"> • ARISS original Connection date (Week beginning 25 November) postponed. <ul style="list-style-type: none"> ○ New ARISS Connection to be confirmed. ○ Possible dates 11, 12 and 13 Dec between 6-7pm. 		
TikTok App (Peter)	<ul style="list-style-type: none"> • TikTok Social media platform. <ul style="list-style-type: none"> ○ Peter Mulcahy is sending a Connect Notice to all parents informing them about the concerns the school has with this media platform. ○ This app is for 13 years above only. 	Peter	After consultation with Cyber Safety partner organisation (Contact Amanda Grimbly)
NAPLAN/SAIS Analysis Peter/Staff	<ul style="list-style-type: none"> • NAPLAN arrived later this year due to confusion over platform and analysis issues • Change in presentation for staff • Staff completed analysis at last week's staff meeting. Review still being collated. General comment <ul style="list-style-type: none"> ○ Year 3 whilst low in mean was pleasing from where it could have been. Stable cohort better in most areas. ○ Year 5 results pleasing with means around where expected. Not the huge jump in punctuation as last year, but progress for this cohort strong. ○ Numeracy area across school needs monitoring and building upon work done with Paul Swan resources. Looking and staff planning 	New Numeracy Leader – 2020 in consultation with Melissa	Ongoing
Financial Report (Peter)	<ul style="list-style-type: none"> • Board members reviewed one line budget statement on progress against Minimum Spend requirement position. 	Moved: Sam Lakin Seconded: Maureen Perry Accepted: All	
Year 6 Leavers Jacket Proposal (Maureen)	<ul style="list-style-type: none"> • Members discussed to option of providing a specific Leavers Jacket. <ul style="list-style-type: none"> ○ Previous concerns over winter uniform in Year 6 	Moved: Sarah Malu Seconded: Hayley McGill Accepted: All	Maureen to coordinate in consultation with

	as parents don't want to purchase new school uniform not to be worn again.		Year 6 teachers and look at ordering process with Tudor Uniforms.
Next meeting	<ul style="list-style-type: none"> • Sarah Malu to introduce Ice Breaker beginning of each meeting. • Sam Lakin, Peter Mulcahy and Maureen Perry will email Board members if any suitable Board training Skill Development programs are available. 		

Meeting Concluded at 8.45pm

Next Meeting: Tuesday 25th February 2020 at 7pm

Signed _____

Board Chair

Date _____