

Greenwood Primary School Board - Meeting Minutes

Date: Tuesday 24 November 2020

Time: 7pm – 8.05pm

Location: Greenwood Primary Staff Room

Attendees: Sam Lakin (chair), Maureen Perry, Jess Howat, Jane Dalin, Jenn Stojceski, Jodie Southern, Hayley McGill

Apologies: Peter Mulcahy, John Logan, Regina Deleeuw, Sarah Malu, Dean Starbuck

Absent:

<u>Item</u>	<u>Recommendations</u>	<u>Summary of discussion</u>	<u>Actions (By who and when)</u>
<p><u>Welcome</u> Includes introductions, apologies</p> <p>Noting of minutes of previous meeting.</p> <p>Business arising from previous meeting. – Board Members in Focus document New Parent member</p> <p>Correspondence in and out, conflicts of interest. -Year 6 graduation – Sandra Diaz emailed me to ask for a rep.</p>	<p>Minutes of last meeting dated 14 September 2020 are endorsed.</p>	<p>Meeting opened at 7pm.</p> <p>Apologies noted.</p> <p>Minutes of meeting 14 September endorsed.</p> <p>Everyone who has not submitted to Peter. Reminder to those who have not sent it in please submit Focus Document.</p> <p>Maureen provided update.</p> <p>Dean has kindly volunteered to attend and present a certificate on behalf of the Board</p>	<p>Minutes of last meeting dated 14 September 2020 are endorsed.</p> <p><u>Motion: Jess Howat</u> <u>Seconded: Hayley McGill</u> <u>Accepted: All</u></p> <p>Please check Jess Howat’s has been received as she has submitted.</p> <p>MP has a parent in mind to ask if they would consider a position on the board.</p>
<p><u>Website Update</u> Update Board on progress with regards to updated school website</p>	<p>Board notes information</p>	<p>Maureen reported that an initial meeting has occurred with a new website company and another meeting has been planned in the near future.</p>	<p>Board notes information that website being updated.</p>
<p><u>Board Reflection</u> Survey to be completed. Same questions as previous survey.</p>	<p>That all Board members complete the survey once it has been sent.</p>	<p>Sam discussed the importance of everyone filling out the survey.</p>	<p>Survey to be discussed at the next Board Meeting.</p>

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<p><u>Board Training.</u> Jenn to lead short Kahoot quiz on Module 2 of the Board training</p>	<p>Board discusses any areas of confusion following the game.</p>	<p>Jenn ran a Kahoot training session where 23 questions were asked answered.</p>	<p>Module 2 was completed.</p>
<p><u>Therapy Dog Trial</u> There has been a trial of bringing a dog into TA15 to get the children to read to the dog. If successful there is hopes to expand the use throughout the school.</p>	<p>Board notes information</p>	<p>Sam discussed that a ‘therapy dog’ has been visiting TA15 and the children read to the dog.</p> <p>Sam mentioned some benefits of therapy dogs in school including:</p> <ul style="list-style-type: none"> • Teaching empathy, develop social skills • Increase in school attendance • Increase in student confidence • Decrease anxiety resulting in improved learning outcomes • Increase motivation towards learning <p>Therapy dogs may be brought into other classes if proven successful.</p> <p>Jenn outlined how the dog has been working in the class; 6 students read to the dog each morning for 30 minutes during Guided Reading lessons. The dog owner attends each lesson and sits with the child and dog.</p> <p>Jenn has noticed the children being more engaged during the day after the dog has been in the classroom. Students enjoying Guided Reading more than ever.</p>	
<p><u>School Self- Assessment</u> School review will take place Term 3 in 2021. Principal to discuss ‘The Standards’ and discuss review</p>	<p>Board notes information</p>	<p>Maureen presented ‘The Standards’ document and discussed with Board members. Sam raised the question of when next Parent Survey would be completed. No other issues were raised.</p>	<p>Query: when is next Parent Survey?</p>

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<p><u>Financial Update</u> Maureen to provide a report on the financial position of the school and position against strategic directions of the school plan</p>	<p>Board notes presentation of financial report</p>	<p>Maureen presented current financial data the report was presented, and board noted the spending up until Nov 2020. No issues were raised.</p>	<p>Board notes presentation of financial data.</p>
<p><u>Covid Update</u> Maureen to give update on school processes with regards to Covid-19 restrictions and how the school has managed through these.</p>	<p>Board notes information provided</p>	<p>Maureen reported that all gates are now open and being used. Parents choose whether or not they enter school grounds or wait at the gate where they have pre-arranged to meet their child/children.</p> <p>We have maintained 'social distancing' at assemblies, Kindergarten orientation and Positive Parenting Program workshop.</p> <p>The Year 6 Graduation only 2 people per student can attend the assembly.</p> <p>Dinner, dance will be going ahead but parents will not be able to enter the function room at the end of the night.</p> <p>Social distancing and functions outside will be maintained at the proposed Parent Helper Morning Tea and the annual end of year Christmas concert. Families will need to be spread further out across the oval at the Christmas Concert.</p> <p>Students sanitise their hands before Social dancing commences. The end of year social dance will be separated into 3 different time slots.</p>	
<p><u>Assembly Roster</u> If required, ask for Board volunteers to present certificates at assemblies</p>		<p>Maureen advised that all formal assemblies have been completed for the year, so this is unnecessary.</p>	

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<p><u>Next Meeting</u> Term 1 2021</p>	<p>Board decides on date for next meeting</p>	<p>Board discussed possible dates and then decided on date for next meeting: Monday, 22nd February 2021</p> <p>This meeting held on Tuesday so next meeting to be held on a Monday</p>	
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