

**Greenwood Primary School Board
Meeting Minutes
1 March 2017**

- Date 1 March 2017
- Venue Greenwood Primary School (GPS) Staffroom

Attendees Sarah Malu (Chair), Sandra Dias, Emma Dobson, Kerrie-Anne Hannaford, Deslea Konza, John Logan, Erin Masson, Peter Mulcahy (Principal), Amanda Vicary, Maureen Perry

Apologies Naomi McArthur, Sharon Thomson, Mairi Walsh

Meeting Commenced: 7.05 pm

Agenda Item	Action	Who	When
Acceptance of Previous Minutes	Minutes accepted by the Board members.	John Logan Kerri-Anne Hannaford	
Business Arising from previous minutes.	<ul style="list-style-type: none"> • Social Media Parent Survey – carry over to 2017. Peter has has discussions with Matt Ranford and Ceri Price, both Social Media managers. Things to consider: What is the purpose of social media? What are we trying to achieve? • Perspectives on Exemplary School Practice Reading – Expert Review – carry over to 2017 meeting. (Maureen unavailable) 	<p>Carry Over</p> <p>Carry Over for new Board (Maureen)</p>	<p>Term 1, 2017 2nd Meeting</p> <p>Term 2, 2017</p>

New Members Process (Peter)	<ul style="list-style-type: none"> • Staff – Sandra and Amanda final meeting under this tenure. Staff will be offered nominations tomorrow and elections held if required. • Parents – Mairi, Naomi end of tenure. Emma and Sharon have resigned for personal/family reasons. That leaves 4 vacancies. Peter will put out request for nominations and hold election if required. <p>Please note that retiring members are more than welcome and in fact encouraged to renew nominations.</p>	Peter Peter	2 March 2 March with newsletter
Chair Situation (Sarah)	<ul style="list-style-type: none"> • Sarah indicated that she wanted to offer position to other members if they felt that her no longer being a parent at the school was an issue. • Peter indicated that many Boards have community members (no parents) as their chair. <p>Board Decision – Wait until the next meeting to make decisions on the School Chair and Secretary positions.</p>		5 April 2017
School Board Assembly Roster (Maureen)	Maureen presented dates. Filled the first couple of assemblies and will review at next Board meeting with new members Assembly 03.03.2017 Deslea Konza Assembly 31.03.2017 Emma Dobson	Maureen	End term one meeting
School Board Training (Sarah)	Sarah has organised for this to be in term 2. Peter, Sarah and other members offered opportunity. Suggest one other parent/community and a staff member. Sarah Malu will book for 4 paces on the 19 and 20 June. Kerri-Anne will supply Sarah with an E number for booking purposes.		As soon as possible

2017 Enrolments (Peter)	<ul style="list-style-type: none"> • Census enrolments were 389 • Class structures as were published. Lost some children in year 3 but still left that for local enrolments due to pressure in that area. <p>Board members provided with staff profile sheet</p>		
Business Plan Review (Peter)	<ul style="list-style-type: none"> • Members discussed observations. • Would be better to look at in detail when new members elected. Provide to them at the next meeting for them to take a way and process. 	Sarah/Peter	Term 2 Meeting
Uniforms (Peter)	<ul style="list-style-type: none"> • Issue with Fabric supply. Will mean increases in cost and potential to change supplier held off until roll exhausted (contract requested). Board members viewed samples. • Board agreed to move forward with the lighter coloured fabric. • Raincoat samples to be available in the front office. 	Peter	
Schools Online Overview (Peter)	<ul style="list-style-type: none"> • Current overview out of date. • Members' feedback collated. Draft to be prepared and circulated to members for discussion. • Once agreed - Copy submitted to DOE • Additional ideas were brainstormed during the meeting. Notes to be typed and emailed to Maureen and Erin to 	Erin/Maureen Peter	Asap Before 15 March – Two job processes pending

	compile.		
School App Payment System (Sarah)	<ul style="list-style-type: none"> • Early Teething problems. • Manager Corporate Services input tabled from first trial • Members' views sort. General discussion. <p>School Board endorses the continuation of the "Qkr App" trial for 2017 with the option for parents to pay through the front office.</p>	Carried – Majority	
General Business	<ul style="list-style-type: none"> • Deslea Konza thanked Sandra and Kerri-Anne for taking the time to share the Springboard into Comprehension reading program information (term 4, 2016) • John Logan informed the Board that he has now joined the Goolellal PS School Board. • John Logan will organise an outside broadcast by 89.7FM radio station to be held at GPS with invited neighbouring primary schools and hosted by students from Warwick Senior High School. • A new reading program (Reading Assistant) will be trialled by 10 Year 4 students identified as being able to benefit most from the program's oral reading and prosody focus. • Sarah Malu thanked Naomi, Mairi, Emma, Sharon. Amanda and Sandra for their contribution to the School Board during their tenure. 		<p>Term 3</p> <p>Term 2</p>

Meeting Concluded at 8.30pm

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Next Meeting: Wednesday 5 April 2017

Signed _____

Board Chair

Date _____