

**Greenwood Primary School Board  
Meeting Minutes  
6 September 2017  
Open Meeting**

- Date                   6 September 2017
- Venue                 Greenwood Primary School (GPS) Staffroom

Attendees       Sarah Malu (Chair), Carolyn Gordon, Kerrie-Anne Hannaford, Jessica Howat, Melissa Kingston, Samantha Lakin, John Logan, Erin Masson, Peter Mulcahy (Principal), Amanda Vicary

Apologies       Deslea Konza, Courtney Murphy, Maureen Perry

Meeting Commenced:     7:00 pm

Agenda Item	Action	Who	When
Acceptance of Previous Minutes (Sarah)	Minutes accepted by the Board members.	Accepted – Jessica Howart Seconded – Erin Masson	6 september 2017
Business Arising from previous minutes. (Sarah)	<ul style="list-style-type: none"> <li>• DOGs – response from DOE provided by email discussion <i>We cannot take the DOGS under the banner of the school board. Recommendation was the P and C. Peter has offered to sit down with members of the DOGS and P and C and facilitate a meeting. No one has taken him up on it as of yet.</i></li> <li>• Schools Online – Maureen <i>Edits have been done and it is now up on the system. CCM need to approve it.</i></li> <li>• Play Focus Group Update – Erin, Sam <i>Project manager – Ceri Price. Focus group has spoken to staff, students and parents about what they want. This will be opened to the wider community soon.</i></li> <li>• East Greenwood site update – John <i>Frasers will be responsible if any damage is done to the roads surrounding the development.</i></li> </ul>		

	<p><i>Whole development is expected to be completed by 2020 – 2021</i></p> <p><i>3 grass trees will be relocated to GPS from the old site.</i></p> <ul style="list-style-type: none"> <li>• DOE Course – Kerri-Anne, Sarah – (Session later in meeting)</li> <li>• Business Plan feedback from staff – Pre Reading</li> </ul> <p><i>We will wait until review process in Term 1 2018 before we look at the next Business Plan.</i></p>		
<p>NAPLAN (Peter, Melissa, Kerri Anne)</p>	<p>School Overall Performance. Members looked at the</p> <p><i>EARS data</i></p> <ul style="list-style-type: none"> <li>○ Trends <ul style="list-style-type: none"> <li>▪ Longitudinal Summary from School Online</li> <li>▪ EARS First Cut Graphs</li> </ul> </li> <li>○ Staff Analysis processes <ul style="list-style-type: none"> <li>▪ School Board presented with structure of staff data analysis and processes used</li> </ul> </li> <li>○ Kerri Anne and Melissa presented brief summary of leader analysis of data</li> </ul> <p><i>Kerri-Anne explained to board members the individual progress of students who sat NAPLAN, in particular Year 5 students. Discussed what is happening in the school and classrooms in terms of Reading, Writing, Spelling and Grammar. SIC will hopefully start to impact results in a few years.</i></p> <p><i>Melissa explained results of maths data to board members. Discussed Paul Swan resources and activities being used in the classrooms and the hope that a few more years of implementing Paul Swan strategies will help in the progress of students in NAPLAN maths.</i></p>		

<p>OHSC contract – Members pre reading (Sarah)</p>	<ul style="list-style-type: none"> <li>• Discussion Survey Results. Peter tabled a summary of responses for discussion</li> <li>• Discussion of Camp Australia and Zig Zag proposals</li> </ul> <p><i>Decision:</i>  <i>Board members unanimously voted to go with Zig Zag instead of Camp Australia.</i>  <i>Peter will discuss contract negotiations put forward by board members. These included:</i></p> <ul style="list-style-type: none"> <li>• <i>A 6:30am start instead of 7:00am</i></li> <li>• <i>Screen resistant – no screen time unless it is raining and even then it is limited.</i></li> <li>• <i>Price matching with Camp Australia to be queried by Peter.</i></li> </ul>		
<p>School Board Session (Sarah, Kerri Anne)</p>	<ul style="list-style-type: none"> <li>▪ Members placed through a Kahoot question process around their understandings</li> </ul> <p><i>Sarah and Kerri-Anne discussed what they did and learnt during the school board PD.</i>  <i>Sarah reflected on what we could do better as a board. This included:</i></p> <ul style="list-style-type: none"> <li>• <i>More self reflection through various ways e.g. survey monkey for members</i></li> <li>• <i>Better induction for new members</i></li> <li>• <i>Having along term vision instead of just focusing on the next few years.</i></li> </ul> <ul style="list-style-type: none"> <li>• Explanation that the last election tenures were incorrectly advertised. <ul style="list-style-type: none"> <li>○ Option One – New members agree to tenure as below and then stand for re-election at the appropriate time</li> </ul> </li> </ul>	<p>To be done next meeting</p>	<p>Sarah and Kerri-anne</p>

	<ul style="list-style-type: none"> <li>○ Option Two- Length of tenures be allocated to the position as finished at the election</li> </ul> <p><b>Positions replaced were</b></p> <p><i>Mairi Walsh</i> - 3 Year  <i>Naomi McArthur</i> - 3 Year  <i>Emma Dobson</i> - 2 Year  <i>Sharon Thomson</i> - 1 Year</p> <p>Decision: <i>Courtney Murphy to do the 1 year tenure and Jessica Howart to do 2 year tenure. Carolyn Gordaon and Sam Lakin to fill the 3 year tenure roles. Update websit.</i></p>	Peter to ask Paula to complete	11/9/17
Financial Update (Peter)	<ul style="list-style-type: none"> <li>● Board presented with September Operational One Line Budget Statement</li> </ul>		
Contributions 2018	<ul style="list-style-type: none"> <li>● Due to Booklist needing to go out the Board discussed the appropriate level of the Voluntary Contribution to be levied in 2018. Current levy is <ul style="list-style-type: none"> <li>○ One Child \$60</li> <li>○ Two Children \$90</li> <li>○ Three Children \$110</li> <li>○ Four Children + \$120</li> </ul> </li> </ul> <p>It was noted that the P&amp;C have already approved their levy to remain at \$35</p> <p>Decision: <i>Board decided to keep the voluntary contribution levy to remain as is for 2018. Advise MCS</i></p>	Peter	7/9/17

Meeting Concluded at 9:01 pm

Next Meeting: 1 November 2017

Signed \_\_\_\_\_

Board Chair

Date \_\_\_\_\_