

<b>Date</b>	<b>29 May 2024</b>
<b>Time</b>	<b>7pm</b>
<b>Location</b>	<b>Staff room</b>
<b>Chair</b>	<b>Hamish West</b>

## Greenwood Primary School Board - Meeting Minutes

**Date:** Wednesday 31 May 2023

**Meeting Time:** 7:00pm

**Location:** Greenwood Primary Staff Room

**Attendees:** Hamish West (Chair), Dean Gill (Principal), Emma McFarland O’Shea, Sandra Dias, Jai Shadbolt, Jodi Southern, Melissa McDonald, Jennifer Stojceski, Sarah McGill and Tim Yorke

**Apologies:** Belinda Piccoli

**Absent:**

<u>Item</u>	<u>Recommendation</u>	<u>Summary of Discussion</u>	<u>Actions (by who and when)</u>
<p><b><u>Welcome</u></b> Apologies.</p> <p>Introduction of new members.</p> <p>Noting of minutes of previous meeting.</p> <p>Business arising from previous meeting – Solar panels discussion</p> <p>Correspondence in and out, conflicts of interest.</p>	<p>Minutes from 28 February 2024 meeting reviewed.</p>	<p>For the schools solar panel array Jai verified that:</p> <ul style="list-style-type: none"> <li>• The setup is aimed at reducing consumption</li> <li>• There should be an app that we can access to see consumption</li> </ul>	<p>Minutes of last meeting dated 28 February 2024 are endorsed.</p> <p>Tim – volunteered to investigate access to the app if there is one.</p>

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<p><b><u>New Members and Board Structure</u></b>          Introductions of new board members.</p> <p>Nominate and endorse board chair and secretary</p>	<p>Board roles for decision</p>	<p>New (and some returning) board members introduced to the group: Emma McFarland O’Shea, Sandra Dias, Jennifer Stojceski, Sarah McGill</p> <p>Hamish nominated to continue in the role of Board Chair, Jess motioned and this was seconded by Jodie.</p> <p>Jodie nominated to start in the role of Board Secretary, Jai motioned and this was seconded by Sandra.</p>	<p>Board Chair and Secretary roles are filled.</p>
<p><b><u>Relationships and Partnerships</u></b>          Dean discussed new goals in the school business plan for relationships and partnerships. The board discussed</p>	<p>For noting / discussion</p>	<p>The board looked at the wording of the previous plan and discussed possible inclusions for the BP’s next iteration. Brief discussions were held regarding the intent on the previous strategies/targets such as the use of ‘contemporary platforms’ and marketing options for the school. Dean asked anyone who wanted to send through further thoughts to do so via email.</p> <p>There were also some discussions around social media platforms and messaging and school profile. School should look into social media profile, but not specific actions yet.</p>	<p>Feedback from members via email          Dean will draft any changes</p>
<p><b><u>Student Performance Data</u></b>          Dean provided an overview of this years on entry results</p>	<p>For noting / discussion</p>	<p>Dean presented the board with the 2024 Pre-primary On-Entry data and briefly explained how it is a median data analysis rather than a mean score. Medians are used to analyse PP data for community display whereas the teachers use more integral curriculum answer</p>	<p>The Board noted the presentation of entry results.</p>

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		and analysis profiles to adjust teaching and learning programs as a result of the students performances.	
<b>Financial Report</b> Jai provided a report into the financial position of the school.	For noting / discussion	The school is in a better financial position than expected at the start of the year. All EAs positions have been able to be funded.	Board discussed and noted financial report update.
<b>Public meeting</b> Discuss whether Term 3 or Term 4 meeting will be the Public Meeting	For noting / discussion	Board decided Term 3 meeting for open meeting	Board agreed to public meeting being 29 August 2021.
<b>Assembly Roster</b> Organise schedule of volunteers to present certificates at assemblies.	For decision	Remaining assemblies assigned a board member to hand out certificates.	Assembly roster for the remainder of the year decided.
<b>Next Meeting</b> Decide next meeting date.	For decision	Hamish presented dates for future meetings to the Board. Day to switch to Thursday evening.	Term 3 – 29 August 2024 Term 4 meeting – 14 December 2024

Signed: \_\_\_\_\_



Chairperson

Dated: 18/11/2025 \_\_\_\_\_