

Date	30 August 2023
Time	7pm
Location	Staff room
Chair	Hamish West

Greenwood Primary School Board - Meeting Minutes

Date: Wednesday 30 August 2023

Meeting Time: 7:00pm

Location: Greenwood Primary Staff Room

Attendees: Hamish West (Chair), Dean Gill, Jane Dalin, Maureen Perry, Jodi Southern, Melissa McDonald, Belinda Piccoli, Tim Yorke and Jai Shadbolt

Apologies: Lina Marsland, Tracey Gosling and Jess Howat

Absent:

<u>Item</u>	<u>Recommendation</u>	<u>Discussion</u>	<u>Recommendations</u>
<p><u>Welcome</u> Apologies.</p> <p>Noting of minutes of previous meeting.</p> <p>Business arising from previous meeting – newsletter summary and term planner meeting dates.</p> <p>Correspondence in and out, conflicts of interest.</p>	<p>Minutes of 31 May 2023 meeting reviewed</p>		<p>Minutes of last meeting dated 31 May 2023 are endorsed.</p>
<p><u>Data/Business Plan focus</u> Dean Gill will give an overview of the most recent NAPLAN testing and results. He will provide an update on new Business Plan work.</p>	<p>For noting/discussion</p>	<p>Dean provided the Board with an overview of our most recent NAPLAN results and NAPLAN related Business Plan targets.</p> <p>NAPLAN online has changed significantly from its previous iterations and 2023 should be viewed as a fresh starting point.</p>	<p>The Board noted the presentation of the NAPLAN results and the Business Plan targets.</p>

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		<p>The previous band system has changed to 4 proficiency standards, those being Exceeding, Strong, Developing and Needs Additional Support. Which is not comparable to previous years band system. We will be able to have a better idea of comparison next year.</p> <p>Going forward, NAPLAN testing will occur at the end of term 1, instead of beginning of term 2.</p> <p>Schools will receive their data earlier than previous years enabling our data analysis to have greater impact upon improvement timelines.</p> <p>No NAPLAN to NAPLAN progress or previous proficiency levels will be reported until 2025.</p> <p>NAPLAN testing domains remain the same, those being Numeracy, Reading, Writing, Spelling and Grammar and Punctuation.</p> <p>Greenwood Primary School scored above like schools in the following test areas: year 3 numeracy; year 3 reading; year 3 writing, year 3 grammar and punctuation and year 5 spelling.</p> <p>Our performance in the test domains below were fairly close to both like school means and comparative performances. At the moment they don't warrant a full investigation given the differential wasn't huge, but they are worth noting to keep an eye on. We will examine, quality assure and adjust our approaches to these areas within our yearly operational improvement processes. Our improvement area are: year 3 spelling; year 5 reading; year 5 writing; year 5 spelling; and year 5 grammar and punctuation.</p> <p>As a school, due to our operational and strategic stage, we are in the process of revising our operational and</p>	
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		<p>curriculum approaches to quality assure that what we have in place works for our contextual needs. The focus is on teachers being able to deliver quality teaching and learning to our students at their point of need. There is no specific focus on reworking any of our curriculum for the specific benefit of NAPLAN, but rather to ensure we have a balanced curriculum and education program.</p>	
<p><u>Financial report</u> Dean will provide an update on budget and impact on strategic directions</p>	For noting/discussion	<p>Dean mentioned that projected enrolments will potentially be dropping by 15 students next year and encourages Board members to spread the word throughout the school / community reminding people to enrol new students.</p> <p>Jai Shadbolt provided a summary of the financial budget to attendees.</p> <p>Most of the budgets will be carried forward. Voluntary contributions are sitting at 73% - which has remained steady.</p> <p>Our reserves are quite strong.</p>	Board noted the presentation of financial update.
<p><u>School community survey: board question summary</u> Dean will provide an overview of the questions in the latest School Community Survey.</p>	For noting/discussion	<p>Dean provided an overview of the questions in the latest School Community Survey.</p> <p>A few suggestions were provided by Board members, in relation to future questions – including asking if families would be interested in having an additional picnic and feedback on book week.</p>	Board noted overview of the Community Survey Questions.
<p><u>Contribution and charges</u> Jai will provide an overview and seek endorsement of the planned contributions and charges for 2024</p>	For discussion /endorsement	<p>Jai presented the proposed contributions and charges for 2024 to the Board for review and comment.</p> <p>Incursions and excursions increased by about \$5 - \$10 from the previous year – due to an increase in bus prices.</p> <p>PEAC charges are set by PEAC.</p>	Contributions and charges for 2024 were moved by Dean and seconded by Hamish. Board endorsed.

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		Board discussed and endorsed contributions and charges for 2024.	
Contract discussions Dean will outline upcoming contract discussions.	For noting/discussion	Dean informed the Board that a decision was made to stay with the current school uniform provider. In the OHS space (before and after school care providers), tender applications are currently being reviewed and a decision will be made soon.	Board discussed and noted upcoming contract discussions.
Other Business Any other business?	For noting/discussion	Dean informed the Board that the business plan is slightly behind schedule and we will call for input from the Board at a later date. Dean also informed the Board that we will be changing our photography provider. Hamish raised an idea of having a breakfast club or similar, which was brought to him from another parent.	Board discussed, considered and noted these items.
Next Meeting Reminder of next meeting	For noting/discussion	Hamish raised the suggestion of the next Board meeting date being 8 November 2023.	Board agreed on this next meeting date.

Signed: _____



Chairperson

Dated: 18/11/2025