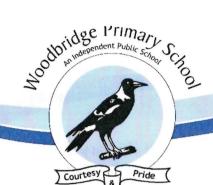


Woodbridge Primary School 10 Archer Street, Woodbridge, W.A. 6056 Telephone: (08) 9267 9900 www.woodbridgeps.wa.edu.au

2023 School Board Minutes Wednesday 15th February 2023

Members:			Apologies:	
Staff Representatives	Parent Representatives	Community Representatives		
Paul Marshall	Amy Lang		Lync Robson	
Deb Taylor (Secretary)	Aden Van den Beld			
Kim Stone	Rai Dietrich		,	
Jean	Linda Whyte			
Muthukumaraswamy				
Michelle Goodman				
Rachel Weller				
Guest				
Melissa Conway				

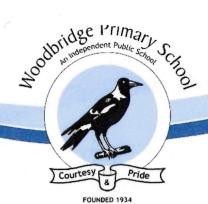
ACTION/ DECISION	WHO	WHEN
Welcome		
 The meeting was opened at 6:30pm by Paul. Paul welcomed all attendees. Welcome to new members: Rai, Michelle, Kim, Rachel Members of the board gave a brief introduction about themselves. 	Paul	<u> </u>
Apologies - Noted as above.	Secretary	tue 1
Approval of Previous Minutes – Wednesday 23 rd November 2022	Moved- Amy Second – Jean Approved-All	wer or 3
Business Arising from Previous Minutes • Board Self Review Survey: Strengths/Areas for Improvement The Board survey is conducted on a yearly basis and monitors the performance and effectiveness of the School Board. The school survey program platform is used to deliver this. A survey analysis was completed and outlined for each sub-category including successes and areas for possible improvement.	Paul	
Analysis of survey tabled and given to each member. Paul presented this and displayed survey results in a PowerPoint.		A A A
Overall the Board has had a successful 2022. Paul thanked the Board for their feedback and input.	*	- 1 ₁
Review of Terms of Reference		9 . 7
This document states terms on how the Board should operate. Amendments put forward:		
7.2 maintaining an up-to-date register. This is done via CAB through the Department Ikon.	All	Next Meeting



FOUNDED 1934

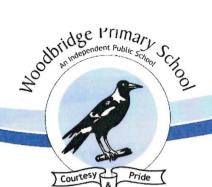
Woodbridge Primary School 10 Archer Street, Woodbridge, W.A. 6056 Telephone: (08) 9267 9900 www.woodbridgeps.wa.edu.au

8.3 Parents and Citizens nomination is no longer a requirement. Rai is Vice President for the P&C and is willing to be a voice for both. 9.4 Method of communication – add email to this point. Feedback from members - Connect doesn't always register who has looked at it, and log in is constantly needed. Preference for email communication of Board matters for convenience.	AGO 45 659 E	Next Meeting
Overall, minor amendments only. 12.5 voting issues will be recorded in the minute book. Paul asked that members look over the Terms of Reference for the next meeting for any further amendments.		
File to New Members – passed to Rai and Rachel. Lync absent. • Code of Conduct Updated version passed around to place in files • Members List Update next meeting. Community Representatives - Ed has been a representative for a number of years. He is a former school principal at Kinross, a grandparent and has worked with staff reviewing plans. Ed's experience and expertise has been valuable. Paul put forward motion for Ed to attend as a Community Representative. Carried unanimously. Paul informed the Board that Danni is keen to still be involved and would like to continue and see the process through to the School Review. Paul put a motion forward for Danni to continue as a Community Representative. Carried unanimously. Both Danni and Ed will be invited to the next meeting.	Deb	Update for next meeting Invite to Danni and Ed next meeting
Election of Chairperson Paul called for nominations for Chairperson. Paul gave an insight into how Danni operated and her effectiveness. Paul went through the role as identified in the Information Package. Amy nominated herself. Paul thanked Amy. Congratulations to Amy for taking on the role of Chair.	Paul	
Review of School Board Info Pack Paul outlined contents of Information Pack. Board members welcome to raise any questions to be addressed and discussed at next meeting.	Paul	Next meeting
School Organisational Chart Michelle gave a run-down of the School Organisational Chart and an explanation of reporting responsibilities. Some updates needed - school officers, deputy principals. No questions from members.	Michelle	Update Organisational Chart
Strategic Directions Woodbridge PS 2021 – 2023 Business Plan Development Operational Plan 2023 This is the final year of School Business Plan. A new Business Plan will be prepared this year, for the next 3 years. Under the Business Plan is the	Paul	Business Plan – an area to be reviewed next meeting



Woodbridge Primary School 10 Archer Street, Woodbridge, W.A. 6056 Telephone: (08) 9267 9900 www.woodbridgeps.wa.edu.au

Operational Plan. Paul highlighted areas of the Business Plan - Community Partnerships, Teaching Excellence in education, Curriculum Delivery, Student	- 1°	
Learning and Achievement, Safe Learning Environment. Safe Learning		
environment was added in last year, as a result of work completed with ESB, following Commissioned Review.		
Tollowing Commissioned Neview.		
Time to be set aside at each meeting to look at each area, within 'Strategic		
Directions'.	, 95	
Cash Budget to be noted	Mel	
Mel outlined the Student Centred funding and the 5 areas where funding		
comes from for the school.		
For the smill be based as the second this work		
Funding will be based on the census this week.		
The Finance Committee met last Wednesday and approved the Cash Budget.		
The School Board Role is to note the Cash Budget.		
The serious board Note is to note the easis badget.	Cash Budget	
Cash budget noted by Board. Amy as Chair, signed.	Noted	
P&C Update	Paul	P&C
AGM last Wednesday and there is a full committee. Details of the		committee
Committee will be posted in this Friday's newsletter. Rai is also Vice		placed in
President aswell as a Board Member. Paul thanked Rai.	e ×	newsletter
Fundraising		(
 Athletics Carnival – Friday 31st March 	- r,v	
o Easter Raffle	- 1	
Other upcoming events were highlighted for the coming year.		
Nat Fogarty has volunteered to help with the uniform shop.		
That i ogait y has volunteered to help with the announcement		
School Review 2023	Paul	Next meeting
Date: Wed 31 st May, week 6 next term.		– look at The
This process is a self assessment process for the school.	97 7	Standard
Paul explained that there are 6 domains within the Public School Review.	- L	
The Standard document outlines these.		
There is an expectation to gain insight from the Board and P&C on the day		
that the review team attend school. The Review team will have a look at any		
data uploaded prior to attendance and then meet with groups of people set		
up based on the domain groups.		
Domains pertinent to the Board will be discussed next meeting and who		
would like to be involved.	7 -	
Would like to be liftered.		
Note Standard in more detail next meeting.		
		1



FOUNDED 1934

Woodbridge Primary School 10 Archer Street, Woodbridge, W.A. 6056 Telephone: (08) 9267 9900 www.woodbridgeps.wa.edu.au

Early Close Wednesday 5 th April – Reporting to Parents This was flagged last year for 3-way conferences. Teachers are keen to move to the end of Term 1 from July when it was held previously. This will mean that goals can be set, and feedback collated by the end of Term 1. Unanimous support from the Board. Paul to seek approval from Regional Director for early close (12 noon) on Wednesday 5 th April.	Paul	Paul to seek approval from Director of NMERO
Dress Code- Faction Shirts Discussion from community and staff members re the coloured faction shirts. Eve Bond, the Phys Ed teacher, would like students to be able to wear their faction shirts during Phys Ed lessons. Motion to amend Dress Code that allows student to wear their faction shirt with the logo, on Phys Ed day. Kim suggested aboriginal faction logo/name on shirt. To be looked at next year. Board members in favour of amending Dress Code. Unanimous support for amendment.	Paul	Reassess logos next year
 Badges for Board members suggestion by Linda. Parking bays – ACROD bays. Department would not approve due to cost, and we have 2 bays, despite non-compliance. Rai brought up process around parking at school pick up time. Paul outlined a former proposal for a Kiss and Drop solution would mean giving up ¼ of the oval. It has been discussed before but Paul is happy if Rai wants to look at parking around the school again and engage with City of Swan staff. Reiterate in newsletter to encourage parents of Yr4/5 kids to come later @2:55pm. Aden suggested a staggered finish time but this is not viable due to timetabling. Rai suggested the verge outside the Kindy area could be turned into bays. It was thought this was not approved previously due to busy thoroughfare and retaining of trees. Paul indicated he would support Rai. 	Paul	Deb – order member badges
Next Meeting • Confirmation of next Board meeting on Wednesday 22 nd March	Paul	
2023 @ 6:30pm Meeting Closed: Paul Marshall closed the meeting at 8:05pm	Paul	

We, the undersigned, agree these minutes to be a true and correct record of this meeting.

Chair, Amy Lang

Principal, Paul Marshall