

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

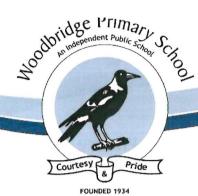
2023 School Board Minutes

Wednesday 9th August 2023

Members:			Apologies:	
Staff Representatives	Parent Representatives	Community Representatives		
Paul Marshall	Amy Lang	Ed de Ruiter	Deb Taylor (Secretary)	
Kim Stone	Aden Van den Beld	Ye .	Rai Dietrich	
Michelle Goodman	Linda Whyte	to the second se	Lync Robson	
Jean Muthukumaraswamy		a a a		
Rachel Weller	1	Simulation 2	Total Comme	
Melissa Conway (Finance	part of the second		m,	
Update & Relief Secretary)	7	Annah and an and an analysis of	1853 January	

ACTION/ DECISION	WHO	ACTION
Welcome	Ostata pa	
The meeting was opened at 6.33pm by Amy. Amy gave a warm welcome to	Amy	5
all attendees. Rescheduled from Wednesday 2 August 2023 after not having	6 10 10	
a quorum.	edv 1	
 Apologies - Noted as above. 	Secretary	
Approval of Previous Minutes – Wednesday 14 th June 2023.		Noted as approved by all.
Business Arising from Previous Minutes	Jean/Aden	Reflection
 School Board Training Guildford PS – Tuesday 25th June 2023 	ex. " mpg	
Email used to communicate between members was referenced and keeps the		
ball rolling eg faction shirts. Aligned to how Woodbridge PS Boards runs and was	e to sayo 2. P	3.96 E
good refresher.	Jean	
 Faction Shirts 	a trug	
Outcome of email approval – new shade of blue shirt design agreed on and	* 9	Jean to liaise
displayed on screen for Board Members to view again. Next stage is shirts are		with Steph
designed and ordered.	= 2	from P & C
Board Training: Module 2 – Foundations of an effective Board	Paul/Amy	-
Paul and Amy discussed effective relationships as per handout.	ms, comment	Handout
 Woodbridge PS is unincorporated board 	1 2	received
 Provides context/summary of Board operations 	DE R. L. A.	1
 Strategic Directions: Priority 3 Business Plan – Operational Plan (Teaching 	Paul	
Excellence and Collaboration	Callery 1	6 - 12
 Teaching for Impact document provided – School has commenced PD 	7 7	1
and further Swan Valley Network PD will be held in 2024.	a sa tha	the contract of the contract o
 Collaborative teams are in block clusters and goals are set. Team 		
Leaders meet with Paul before Team Meetings, ensuring consistency.	-	
Positive to now have link back to admin.	1 4	
 EA collaboration meetings are held with MCS twice a term – increasing 		
valuation of role.		
- Literacy Coach (Teacher) provides coaching to 3 classes per term, as per		
Literacy Plan. Has been well received by Teaching staff.		

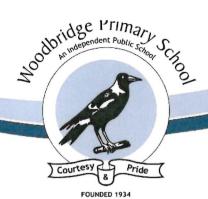
Board Minutes 09/08/2023 Page 1 of 3



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		The state of the s	1	
	-	Shift to data being analysed by groups of staff before PD Day and then		
		presented to staff on Term 4 PD Day for review. Naplan results received		
		last Friday for school to analyse – change in Naplan scale this year.		
	-	Admin roles, team leaders and committee member roles are all		
		structured well throughout the school. Good opportunities for staff		
		growth and value adding. Trade off & staff release available.		
•	P&(C Update	Rachel	
	-	2 x fundraising ventures Term 3 – 5 cent Friday & Father Day Stall		
	_	Art Exhibition & Colour Fun Run big fundraising events in Term 4		
	-	Aim to fundraise half of new flooring in undercover area		
_	r:		Mel	
•	Fin	ance and Facilities Update	IVIEI	Handout
	-	Minimum expenditure requirement being met		received
	-	Bankwest no longer offering investment accounts and will cease		received
		business banking. School to commence process of banking with CBA.		
	-	Reserve accounts to be streamlined in 2024 in accordance with Dept		
		recommendations.		
	-	Lease arrangements have commenced for ICT equipment to ensure		
		technology requirements are continually met.		
	-	Approval granted for resurfacing of hard courts – currently out for		
		tender.		
	-	Flooding situation has been rectified.		
•	Car	npion Education	Mel	All members
	-	Limited number of school suppliers. Big companies such as COS &		noted
		WINC don't provide same level of service to schools – schools that have		approval
		trialled have moved back to Campion.		
	1-	Delivery charges applicable now due to increasing freight charges -		
		\$5.00 / \$8.00 late order delivery fee.		Mus
•	Bus	siness & Operational Planning 2024 – to inform	Paul	
	-	All Admin Team Members attended Planning Day offsite last Monday.		
	-	Next Board meeting there will be a Business Plan update.		
	-	School Purpose Statement presented to Board Members for review.		
		Potential Feedback – "Our purpose being to develop the academic,	Ed	
		physical, social and emotional wellbeing of students, building pathways		
		to a positive future". Important to keep "maintaining positive	Aden	
		relationships amongst students, staff, parents and community		
		members" somewhere in document. Ed has done some recent research		
		re this – clear & concise statement is important. Could be open for		
		discussion at Annual Public Meeting.		
•	Anı	nual Public Meeting – 6 September 2023 – Discussion	Paul/Amy	Jean to create
	-	Highlight creating awareness of planning for next Business Plan through		flyer – TBC
		attending meeting.		1 7 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5
	_	Advertise through Newsletter, Connect, personal invite to P & C		
		Members, teachers to promote to parents, flyer to handout.		P & C to be
	_	RSVP to front office.		invited
		NOVI to HORE Office.		vicca

Board Minutes 09/08/2023 Page 2 of 3



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•	General Business - Term 4 PD Day – Monday 9 October – Board Members invited to attend	Paul	Invite to be sent by Board Secretary
	 Principal left meeting for this item – After positive Public School Review Ed recommends a letter be sent to Director General & NMERO Director re permanent Principal position at Woodbridge PS. 	Ed	Board Members agreed to letter being sent. Ed & Amy to send.
•	Next Meeting	Amy	
	Confirmation of next Board meeting on Wednesday 6 th September 2023 @ 6:30pm – Annual Public Meeting		
Me	Meeting Closed: Amy Lang closed the meeting at 8.14pm.		

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

Chair, Amy Lang

Principal, Paul Marshall

