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2025 School Board Meeting Minutes

Wednesday 29th October 2025

Members:			Apologies:
Staff Representatives	Parent Representatives	Community Representatives	
Paul Marshall Rachel Weller Kim Stone Deb Taylor (Secretary) Melissa Conway (Guest)	Amy Lang Julia Fry Aden Van den Beld Emily Muxlow		Rai Dietrich Jean Muthukumaraswamy Michelle Goodman

ACTION/ DECISION	WHO	ACTION
<ul style="list-style-type: none"> Welcome The meeting was opened at 6:32pm by Amy. Amy gave a warm welcome to all Board Members. 	Amy	Welcomed
<ul style="list-style-type: none"> Apologies Noted as above. 	Secretary to note	Noted
<ul style="list-style-type: none"> Approval of Previous Minutes – 10th September 2025 No revisions or amendments to minutes. 	All	Approved
<ul style="list-style-type: none"> Business Arising from Previous Minutes <ul style="list-style-type: none"> Wellbeing Initiative – Dogs Connect Paul gave an update to the Board members on Maggie; our Wellbeing Dog and Dogs Connect. Staff have now watched the mentor video at the staff meeting and the core group has met. Maggie was announced to students at assembly this morning through an app called My Talking Pet. A video will be sent out to families to watch from Dogs Connect with more information and a survey will go out on Friday to find out what experiences students have around dogs. Even if a student has a fear of dogs they can still be included. The lesson is aligned with the PBS lessons re the expectations of students around Maggie. 2026 Positions Board Positions There will be two parent vacancies and a staff member for the start of 2026. <ul style="list-style-type: none"> ➢ Rai's tenure is up at the end of this year. Rai has expressed an interest in renominating although this position needs to be advertised. ➢ Aden's will be resigning as it is his child's last year at Woodbridge PS. ➢ Amy's tenure is up but Amy would like to stay on as a Community member. ➢ Aileen is interested in nominating to be on the Board having attended the Open Board Meeting. 	Paul	Informed
		Weekly notes – nominations for staff vacancy



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<ul style="list-style-type: none"> ➤ Kim's tenure is also officially up. Kim is happy to renominate but a process needs to be followed. This will be included in staff weekly notes. 		
<ul style="list-style-type: none"> • School Voluntary Contributions and Charges 2026 Compliance states that we should provide this to parents each year with 2 months' notice. Once approved it will be placed in the newsletter and uploaded to the website. Melissa explained that the charges are the absolute maximum that we can charge families. Once approved by Board, these cannot be changed. Melissa also explained the planning process for excursions and how charges for families are non-GST. Voluntary Contributions – A paragraph has been added to the voluntary contributions sheet detailing what the funds are for. Booklists – bulk orders will be delivered to school. Voluntary Contribution rate is determined by the Department of Education and the amount listed is the maximum amount that can be charged. On average about 60% of families pay voluntary contributions. A discussion was held around the merit to paying forward to families in need. Melissa suggested that any extra payments should be done through the P&C as a not for profit charity as this would be the easier option. This suggestion will be taken to the next P&C meeting and looked at further at the start of next year. 	Melissa	<p>Approved by all</p> <p>Amendment to headphone statement.</p> <p>Next P&C Meeting – extra donations.</p>
<ul style="list-style-type: none"> • Strategic Direction Domain 6 – Student Achievement and Progress At the School Development Day at start of Term 4. Data was analysed in depth by staff and Board members. Emily stated how impressed she was with the depth of analysis and outcomes. Paul and Rachel gave a brief overview of Domain 6: <ul style="list-style-type: none"> ➤ Year 3 spelling results were above the mean average when data was filtered out for 5 students who have substantial or extensive NCCD adjustments. ➤ The data informs Tier 2 intervention – Dibbles. ➤ Brightpath – review approach in terms of using Maths. ➤ English - writing identified as an area that some changes will be trialled in 2026 then the whole school in 2027. ➤ Moderation with Guildford Primary did not go ahead as planned. ➤ Paul went through the results of the parent survey. 109 families completed this – 4.1 was the lowest result for Student Behaviour Management. It was thought that this was because the positive shift is not seen by students and that maybe admin should go into classrooms and talk through the process and restorative process. ➤ Student survey –completed by Year 5/6. Results were positive. ➤ Staff survey @53 out of 56 staff completed and results were very positive. ➤ Surveys were completed as a part of a trial for a new platform; they had last been done in 2022, and this year's is better. Results should be shared. 	Paul/Rachel	Informed

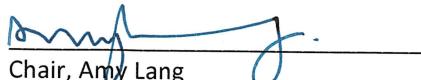


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<ul style="list-style-type: none"> Preliminary Planning for 2026 <ul style="list-style-type: none"> Enrolment numbers Paul and Melissa are monitoring enrolment numbers closely as this is relative for funding for 2026 to support class structures and staffing. Paul and Mel will keep updated. We need approx. 4 more kindy students to justify 3 classes which will then make the cohort financially viable. School Principal position advertised. Paul's current contract ends at the end of the year, and the Principal position has been advertised. The process will run, and the successful applicant will be permanent. 	Paul/Amy	Informed
<ul style="list-style-type: none"> P&C Update The Art Exhibition is on Monday and there has been a lot of work behind the scenes. New things are being tried with new members and their ideas. At the end of the year, feedback from families around this will be looked at. Tickets can be purchased and then used at each P&C stall as currency. The P&C have donated enough money for 15 pop up change tents for swimming and change of costumes/uniforms. 	Rachel	Informed
<ul style="list-style-type: none"> Board Self-Review Survey (Members to complete at the end of the meeting.) The QR code for this survey will be sent via email. Paul flagged a couple of results from last year and what has been done in attempt to address these. 	Melissa/Paul	<p>Informed</p> <p>Email QR code to Board members</p>
<ul style="list-style-type: none"> General Business <ul style="list-style-type: none"> Venue for next meeting. Amy asked for any thoughts other than The Woody. Julia to investigate the Railway Carriage, Alfreds; The Rose and Crown; The Stirling Arms, The Basso and The Woody. 	All	<p>Informed</p> <p>Julia to follow up.</p>
<ul style="list-style-type: none"> Next Meeting <ul style="list-style-type: none"> Term 4, Week 8 - Wednesday 3rd December 2025. Venue TBC 		
<ul style="list-style-type: none"> Meeting Closed: 8:02pm 		

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


Chair, Amy Lang


Principal, Paul Marshall

