

Woodend School

BOT - Minutes 22nd May 2023

Woodend School Staffroom - Time 6.01 pm

Meeting start time: 6.00 pm

Item	Actions
<p>Present: Mark Paterson, Felicity Johnson, Ryan Jory, Andrew Retallick, Brenda Fordyce, John McPhail, Mike Sands, Teela Cleghorn.</p> <p>Apologies: Nil</p> <p>Third Party Interests: Nil</p> <p>Minutes from Previous Meeting: 27/03/2023 were moved by Felicity Johnson as a true and correct record. Seconded: Teela Cleghorn Carried.</p> <p>Matters Arising:</p> <p>Principal's Report: The focus of the Principal's report this month are the implementation Audits and Reports for Term 2 along with the Policies under review for Term 2.</p> <p>As the roll continues to grow, Emma Fitzgerald has now started in the new entrant space and we have employed Emma Neylon (.64) to continue with teacher support in literacy and numeracy for Years 5 - 8 for the remainder of Term 2 and 3.</p> <p>Board members discussed data and actions for maths and literacy 2023. Andrew showed members the templates that teachers are using to improve learning outcomes in Reading, Writing and Maths. The baseline data that was tabled to board members will be used to compare progress of Yrs 3-8 students in the coming years. The mid year snapshot hopefully will show us improvement around what we are doing. More information will be provided in July.</p> <p>The Woodend Anzac Service was very well represented this year. It is great to see our students participating in community events.</p> <p>Professional Growth Cycle - wonderful to see the growth across</p>	

the school in our teaching of maths and our maths programmes.

School Logo

Members discussed the initial logo options - discussed going back to graphic design artist, maybe engage with another artist.

M. Paterson moved to reshare with the board with feedback in the next two weeks, before we put this out to our parent community for their feedback.

Seconded: Brenda Fordyce

Carried.

Banked Staffing

Our underuse in our banked staffing will be paid out in our next Ops Grant installment and will be used as teacher aide support with extra hours.

Draft Annual Financial Report

Mark Paterson moved the board accept the draft Annual Report.

Seconded: John McPhail

Carried.

Financial Report:

The April CES Financial Report was tabled and all payments made during April & May were approved.

Moved A. Retallick

Carried.

Property:

Andrew reported that with the roll expanding so quickly we are running out of space. He has been in contact with the Ministry around the increasing roll and will continue doing so. In the meantime we will accept no more out of zone applications this year due to the impact that they pose on property when it comes to property growth.

Reviewed Updates to the following Policies:

Concerns & Complaints

- Raising Concerns
- Making a Formal Complaint or Serious Allegation

Physical Restraint

(These policies comply with the requirements set out by the Education & Training Act 2020)

Policies to review for Term 2:

Education Outside the Classroom (EOTC)

Andrew moved the Principal's Report for May be adopted.

Seconded: Mike Sands

Carried.

Correspondence In:

CES Feb/March 2023 Financial Report

Chris to resend instructions to bot for reviewing policies on Schooldocs.

Correspondence Out:

General Business:

Event Proposal & Intentions - Yr 7 / 8 Ski Trip

This was signed off with board agreement for this event to go ahead.

Moved: Mike Sands

Seconded: Teela McKay


Carried.

At this point in the meeting board members moved 'in committee'

In Committee 6.40 pm

Motion: That the Board move 'in committee' to discuss staffing matters, this being necessary to protect the privacy of the individuals under Section 48 (a) of the Local Government Official Information and Meetings Act 1987. Moved Felicity Johnson.
Carried.

Out of Committee 6.52 pm

Confirmed: 

NEXT MEETING: 26th June 2023

BOT Meeting Dates set for 2023:

26th June

31st July

28th August

30th October

27th November

If needed one to be set in early December