



Treendale Primary School IPS Board

Minutes

Meeting No 1/2025
 Meeting Location Staffroom
 Meeting Time and Date Tuesday 25 2025 @ 4.30pm

Initial	Member	Role	Present	Apology
JH	Jayde Hewson	Principal	X	
SJ	Suchitra Jones	Chairperson	X	
KE	Kirsten Edwards	Manager Corporate Services	X	
HN	Hollie Norman	Staff Rep		X
KW	Kate Williamson	Staff Rep	X	
CW	Cassie Wilson	Parent Rep	X	
MR	Michael Rose	Parent Rep	X	
CM	Chloe McGhie	Parent Rep	X	
LH	Leandra Healy	Parent Rep		X
KS	Katie Seghini	Parent Rep		X
RV	Rachel Vivers	Parent Rep	X	
SB	Simone Boccia	Deputy principal - PBS	X	

Item	Subject	Actions
1. Open and Welcome		
	<ul style="list-style-type: none"> Meeting opened at 4.34pm by SJ 	
1.1	Apologies <ul style="list-style-type: none"> Hollie Norman Leandra Healy Katie Seghini 	
1.2	Minutes from the previous meeting <ul style="list-style-type: none"> Minutes from last year's meeting were held over for the next board meeting 	
1.3	Matters from previous meeting	
2.0 Standing items		
2.1	Principal's report Class restructure 2025 – thank you to all for their patience as there was a last-minute class restructure Executive team – JH, LT, SB and KW – all have different strengths and their job description will reflect those strengths. <ul style="list-style-type: none"> KW – responsible for Years 5-6 SB – responsible for Years 3-4 LT – responsible for K/P/1/2 LSC process has been completed and MH awarded the position KT as PBS lead Percussion is being transitioned out as no teachers available and ASHS don't offer percussion. TPS to align with ASHS and introduce brass instead. Brass has been introduced for Year 5's this year. Positive Behaviour Expectations (PBS) - PBS was in the business plan from 2021. TPS to focus on PBS again. Survey's were distributed to staff and parents. Originally was advertised in the newsletter but has now been pushed out via Seesaw. Hoping for at least 100 parents to complete the survey.	

	<p>Week 7 is Harmony Week. Assembly on the Friday and then parents are welcome to stay for morning tea.</p> <p>Week 8 – Interruption free week</p> <p>Reports and potential half-day closure for parent interviews were discussed. It was highlighted that, given parents may need to take time off work, it is important to set the dates promptly and send multiple reminders. A trial of the parent interviews will be conducted, with a reassessment to follow based on parent participation levels.</p> <p>The celebration picnic was discussed, with the observation that it ran more smoothly in previous years. It was suggested to revert to the previous arrangement where students sit with their teachers until the event concludes.</p> <p>Public School review in Week 8, Term 2. No current business plan so some areas may be suggested to be reviewed again in 12 months. To be discussed again in Week 4, Term 2 meeting</p> <p>The year ahead – interruption free weeks, yarning circle official opening – still needs to be painted – SDD already planned for Week 1, Term 2. Will invite other schools to share the cost. SDD for 2026 to be discussed in Term 3/4. JH working on policy updates for parent handbooks and behaviour standards. App list to be uploaded to the website</p> <p>Board positions – KE to update DoE council. JH to run elections this term. Board positions will be held over until the election takes place. It was noted that it would be beneficial if tenure ended in Term 2, as Term 4 is a particularly busy period. Board training most have completed. KW and CW to complete next training session available.</p> <p>Homework Policy – Age-appropriate homework was discussed. It was noted that individual teachers have varying approaches. There should be a consistent set of guidelines for the whole class, though this may not include extension students. Some homework is currently worded at a high level and needs to be adjusted to be more age-appropriate. Homework will be non-compulsory and rewarded through the Dojo class system.</p>	<p>KE to update DoE website JH to run elections</p>
3. General business -		
3.1	Review of start and finish times: A discussion took place regarding the days and times, with Tuesday at 4:30 pm being suitable for most. The timing will be reviewed if necessary.	
4. Check-in		
	<p>CM raised a question regarding the rule that students cannot bring balls or similar items to school. This is an overall policy, although some teachers allow it. Blocks will have their own supply of equipment. JH will review the situation and inform parents accordingly.</p> <p>JH 0.8 role as Principal – this was communicated in the newsletter</p>	JH to review
Next Meeting: TBA		
Meeting closed at 6.05pm		