



## Parkside Specialist School Board of Trustees Meeting

Monday 24th February 2025 11:04 AM Start 12.27 PM Finish

### Attendees:

- Allan Edmondson (Presiding Member)
- Mel Foote
- Sacha Johnston
- Carol Willard (Principal)
  
- **Apologies:** Craig Serenge (Staff Rep - CrS)

**Minute Taker:** Santa van Zyl

### 1. Welcome and Apologies

- Confirmation of attendees and apologies received.

### 2. Approval of Previous Minutes

- Review of minutes from the December 2024 meeting.
  - **Motion:** To approve the minutes of the December 2024 meeting.
    - Moved by: AE
    - Seconded by: SJ

### 3. Board Checklist Term 1

- Discussed the Board checklist

Current Presiding Board Member (AE) will continue in the role until the election concludes in September 2025, with an aim for the 17th of September.

- Annual Plan - Discussed and will be send to MOE

- **Property**  
Report by property manager
- **Approve 5YA &10YPP**  
Still awaiting the final version
- **Budget**  
Draft budget approval
- **Professional Growth Conversation (PGC)**  
PGCs currently in progress
- **Students' progress**  
Pathway (IEP and ITP) meetings started during Week 4  
Meetings booked through Hero

#### 4. Financial Reports

- a) Review of November and December

Motion: To approve the November and December financial reports.

- Moved by: AE
- Seconded by: SJ

- b) Discussion of financial matters - to include staff PD for 2025

**School van** – Updated quote for Toyota van has been gained. Approval to move forward with purchase

- Moved by: CS
- Seconded by: MF

#### 5. Student Population Update

- *Discussion of any trends or concerns.*

*Current roll: 157 students*

Still have a waiting list.

#### 6. Behaviour and Incident Report

Discussed

- Moved by: MF
- Seconded by: AE

## 7. School Docs Policies

- Review of School Docs policies Term 1
  - Moved by: SJ
  - Seconded by: CW

## 8. Staff Movement

- Update on teacher, teacher aide, therapist, and administrative staff changes.

## 9. Action Items and review actions from last meeting

### Action Items

- 3 action items discussed

### Review of action items from previous meetings.

- Staff end of year gifts and events - EOY gifts and events very well received and appreciated by staff. Thanks to the BOT! AE would like for it to continue in future.

## 10. General Business

- Discussion of regarding additional staff required.
- Term dates 2025
- Confirmation of the date and time for the next meeting.

Monday 24th March 2025 @ 11am

BOT Meeting Dates for 2025:

<b>BOT MEETING DATES 2025</b>
<del>MONDAY 24TH FEBRUARY</del>
MONDAY 24TH MARCH
MONDAY 12TH MAY
MONDAY 16TH JUNE
MONDAY 28TH JULY

MONDAY 1ST SEPTEMBER
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MONDAY 20TH OCTOBER
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### 11. In Committee meeting

- One item discussed

Signed on *24<sup>th</sup>* day of *March* 2025.



Allan Edmondson (Presiding Member)