

# Staff Meeting Minutes



## Murputja Anangu School

<b>School:</b>	Murputja Anangu School	<b>Date of meeting:</b>	18/05/2021	Wk4 – T2
<b>Chair:</b>	Anthony Weissgerber	<b>Minutes:</b>	Mat Charleston	

<b>Attendees:</b>	Mat Charleston, Astrid Reavley, Shelly Shell, Adam Hodgson, Anthony Weissgerber
<b>Apologies:</b>	

### Actions from previous meetings

Name:	Action
Mat Charleston	100 Day Plan Feedback sought from staff with alterations made as necessary
Mat Charleston	DRAFT SIP shared with staff

### Agenda/Minutes

Name:	Standing Items:
Mat Charleston	<p><b>WHS Items/issues:</b></p> <ul style="list-style-type: none"> <li><b>Chemical storage</b> – Thank you for removal of chemicals</li> <li><b>De-cluttering</b> - Thank you all so much for the amazing work in cleaning out the school and in particular the Pre-School and Play Group Room</li> <li><b>WHS Safety Inspections of indoor areas and vehicles</b> – staff asked to complete initial WHS Safety Inspections of indoor areas and vehicles (not their own classroom).</li> <li><b>Staff BBQ Breakfast</b> – of bacon &amp; eggs BBQ Breakfast to be on Friday, week 4.</li> <li><b>EAP</b> - Staff reminded of EAP Service with contact details to be included in the weekly bulletin. Corporate Health Group: 1800 870 147, ACCESS: 1300 66 77 00, Benestar: 1300 360 364</li> </ul> <p><b>PAC Items/Issues:</b></p> <ul style="list-style-type: none"> <li>Librarian – Mat is seeking an SSO/Librarian to progress the work of reorganising the library.</li> </ul>
Name:	General Business:
Mat Charleston	<ul style="list-style-type: none"> <li><b>Leaders' Days</b> – Thank you to everyone for continuing the work of the 100 Day Plan in my absence during the leaders' Day</li> <li><b>Classroom Organisation</b> – The stationery orders have been placed and furniture orders will be placed asap. Please continue to consider resources which will help make your classrooms more functional as learning spaces.</li> <li><b>'Inspiring Learning Environments at Murputja Anangu School'</b> - Mat tabled the document and the concept of the learning environment as the 'Third Teacher'. Links to YouTube videos will be placed in the next staff bulletin.</li> <li><b>Berry Street Training</b> – Accommodation for conference has been booked. Details will be outlined in staff bulletin.</li> <li><b>Week 5 Teaching Support at Pip</b> – Is anyone interested in supporting with teaching at Pip in week 5 as they are attending Berry Street? Adam on Monday + Tuesday, Anthony Wednesday + Thursday. Thank you to everyone for being so collegiate!</li> </ul>
Name:	Site Improvement
Mat Charleston	<ul style="list-style-type: none"> <li><b>DRAFT Revised 2021 SIP Sharing/Feedback Process</b> – Mat shared the revised 2021 SIP with staff and facilitated process to gather staff feedback.</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Collective Purpose - Mat facilitated a process to unpack our 'Collective Purpose' as educators at MAS</b></li> <li>• <b>Whole School Positive Behaviour Process</b> – Is there someone who would like the opportunity to work with me, but lead this work?? Volunteer?? <b>Shelly will work on a proposal with Mat</b></li> <li>• <b>PDP Process</b> – Mat tabled his draft PDP Plan and discussed departmental PDP process/requirements. Staff are asked to consider the priorities outlined in the revised SIP and align their PDP plan to the SIP. Staff PDP meetings will be conducted as a triad on Thursday wk 4.</li> </ul>
<b>Name:</b>	<b>AOB</b>
	<b>Meeting Closed: 5:20pm</b>