

MEETING MINUTES

4th September 2025

Due to the low numbers at this meeting those present agreed, following discussion, to continue with the meeting. I have subsequently spoken to Mrs Triena Hurihanganui, Mrs Elizabeth Wildish, Mrs. Sandy Regts, Mrs Meyer-Atkins and gained their positive vote for all motions.

Date:	4 th September 2025	Chair:	Rev. John Taylor
Time:	3:15pm	Minutes:	Mrs Alison Pinches
	Mrs Triena Hurihanganui Mrs Tanya Bell Mrs Lara Meyer-Atkins Mrs Elizabeth Wildish Mrs. Sandy Regts Mrs Stephanie Head	In Attendance:	Rev. John Taylor Ms Laicey Colum Mr Matthew Westlund Mrs Alison Pinches Mrs Shellie Dodds
Item:	Discussion	Speaker	Action/Outcome
Matters Arising:			
1.	Welcome and Apologies	Mrs Pinches	New Parent Representative. Mr Matthew Westlund was welcomed to the Board.
2.	Amendments and/or Approval of 15 th May 2025	Mrs Pinches	Moved: Mrs Dodds Seconded: Ms Colum Carried All matters will be dealt with under General Business.
3.	Correspondence In/Out	Mrs Pinches	Nil
4.	Finance	Mrs Pinches	The up-to-date Finance Report was presented and discussed. Moved: Mrs Dodds Seconded: Ms Colum Carried Updates to school: <ul style="list-style-type: none"> • New lino in Kindergarten and Pre Primary

			<ul style="list-style-type: none"> • New mats for Kindergarten and Pre Primary • Quotes sought for new lino in Art Room and Pre Primary • Quotes sought for epoxy flooring in Pre Primary toilets as a trial.
5.	Current Numbers & Enrolments	Mrs Pinches	462 with enrolments coming in regularly.
6.	Staffing	Mrs Pinches	<p>Currently running process for:</p> <ul style="list-style-type: none"> • Teachers – interviews were last week • EAs – pool positions have been advertised • Gardener – position has been advertised • Cleaners – positions to be advertised. <p>Thanks to Mrs Hurihanganui who was on the panel for the teacher positions.</p>
7.	Board Meeting Dates 2025	Mrs Pinches	<p>Term 4:</p> <p>30th October (Week 3)</p> <p>27th November (Week 7)</p>
8.	School Board Training	Mrs Pinches	<p>Mrs Pinches will follow up with Mr Reid on his return to school re: temporary log ins.</p> <p>The Department of Education has now mandated that Board Members are to complete the following training:</p> <ul style="list-style-type: none"> • Accountable & Ethical Decision Making via Department of Education. Mr Reid (Manager Corporate Services) will create temporary logins for non-Education Department staff to enable them to complete this training. • Aboriginal and Torres Strait Islander Cultural Awareness via the WA Government website (wa.gov.au). On home page use search button, type in training name and then select from drop down options. <p>Other face to face training available, please see Mrs Pinches if interested.</p>
9.	Uniform Suppliers	Mrs Pinches	<p>Mr Reid is continuing his search for a suitable uniform supplier – Dynamic are supplying our polo shirts.</p> <p>Rev Taylor suggested we investigate Tara Uniforms.</p>

New Business:

1.	Voluntary Contributions and Charges and Optional Costs 2026	Mrs Pinches	<p>The Voluntary Contributions and Charges and Optional Costs for 2026 were presented and discussed.</p> <p>Motion: That the 2026 Voluntary Contributions and Charges and Optional Costs be approved.</p> <p>Moved: Rev Taylor Seconded: Ms Colum Carried</p>
2.	Book Lists 2026	Mrs Pinches	<p>The Book Lists for 2026 were presented and discussed.</p> <p>Motion: That the 2026 Booklists be approved.</p> <p>Moved: Mr Westlund Seconded: Rev Taylor Carried</p>
3.	Term 4 Staff Development Days	Mrs Pinches	<p>Thursday 6th and Friday 7th November. We analyse and review the students' 2025 assessment data on the first day and look at the development of the 2026 School Plans on the second day. Board members are welcome to attend but we need to know if you are coming and everything that is said on the day must remain confidential and no discussed out of school.</p>
4.	Year 6 Graduation and Book Award Assemblies	Mrs Pinches	<p>Book Awards Assembly for Transition to Year 5 students is at 9:00am on Thursday 11th December 2025. This year we are trialling returning to one Book awards Assembly. Graduation Assembly is at 9:00am on Friday 12th December. – the Chair of the Board usually makes a brief speech on behave of the Board.</p> <p>Board members are welcome to attend either (or both) assemblies but please let us know so we can ensure there is a seat for you.</p>
5.	Atlantis Before & After School Care	Mrs Pinches	<p>Atlantis After School Care have given notice and will finish at the end of this year. Tenders were sought from other providers with four making submissions. The four are: OSH Club, Cuddles, Their Care and Little Learners. The Admin Team are reviewing and will make a decision based on all factors.</p>

			Ms Colum asked if there was a plan in place for Atlantis to offer parents the option of bussing their children to other centres. Mrs Pinches will investigate and will report back at the next meeting.
6.	2026 Dates	Mrs Pinches	<p>Staff Development Days:</p> <p>Term 1: 29th & 30th January; 27th February</p> <p>Term 2: 29th May; 2nd June</p> <p>Term 3: 20th July; 14th August</p> <p>Term 4: 5th & 6th November; 18th December</p> <p>NAPLAN: 11th – 20th March Wacky Wednesday: 1st April Year 6 Camp: 12th – 15th May Swimming: 17th August – 25th September (3x2Weeks) Year 5 Camp: 17th & 18th September</p>
7.	Critical Incident	Mrs Pinches	We received a phone call from a parent this morning informing us that her son and left a threatening voice message on the school's answer phone last night. All relevant actions have been taken.
8.	Kindergarten & Pre Primary Sports Carnival	Mrs Pinches	<p>The carnival was very successful although two parents were asked to leave school grounds as they had brought dogs with them. One was verbally abusive.</p> <p>As a result, a text message was sent out yesterday and an information page has been added to our website.</p>
NEXT MEETING:	30 th October 2025	MEETING CLOSED:	4:15pm
SIGNED:		DATE:	